

**University of Melbourne Student Union**

**Meeting of the Activities Committee**

**Agenda**

**(Thursday, 22, December, 2022, 2:30 pm)**

**Meeting #1(23)**

**Location: zoom**

https://unimelb.zoom.us/j/8407378252?pwd=T25RNkowODBqOUV1a3c1dy8zNGVRZz09

Password: 979261

1. **Procedural Matters**

**Meeting starts at 2:30pm**

* 1. Election of Chair

**Motion 1:** **That Arya Kushwaha be elected Chair**

**Mover**: Luv **Seconder**: Sreekar

Passed

* 1. Acknowledgement of Indigenous Custodians
  2. Attendance
  3. Apologies
  4. Proxies
     1. Safije Meka has proxied to Angelina choi

**Motion 2:** **That the proxies be accepted**

**Mover:** Sreekar **Seconder: Lachlan**

**Passed**

* + 1. Jeena Hong has proxied to Luv Golecha

**Motion 2:** **That the proxies be accepted**

**Mover:** Tvisha **Seconder: Lachlan**

**Passed**

* 1. Membership
  2. Adoption of Agenda

**Motion 3:** **That the Agenda as presented be adopted**

**Mover: Luv** **Seconder: Lachlan**

Passed

1. **Confirmation of Previous Minutes**
2. **Conflicts of Interest Declaration**
3. **Matters Arising from the Minutes**
4. **Correspondence**
5. **Office Bearer Reports**
   1. **Arya Kushwaha**

**Key Activities**

As we know that we started our term 2 weeks ago and we are on a good start for semester 1, 2023.

In these 2 weeks, me, and my Co-OB Tvisha, we have had several catchups for dividing the workload for the next term and we are on good terms with working on the stuff that we are good at and that includes me working on the formal event organisation and meetings with the University staff and talking on the behalf of Activities Department. This also includes chairing the Committee meetings. Tvisha will be working on the foundation role of organisation with the whole committee including initial idea building and taking meeting minutes.

We have also gone through a rigorous process of budgeting for next year, and we had to take a cut for 2023.

Further ahead, we are in the planning process of Summerfest which is taking place in February 2023, and activities department is in the process of organising the Start of Uni Party aka, SOUP.

**Action Points to be completed by next report**

1. Continue working with Events Team on Start of Uni Party and finish the proposal.
   1. **Tvisha Purswani**

**Key Activities**

* My Co-OB Arya and I finalised our budget for the year along with discussions with the President, Gen Sec, the events team, and the university staff.
* We have started our discussions about the Start-of-Uni party with our committee members and university staff. So far, we have brainstormed a few ideas and still in the process of discussing with our committee members for a final plan.
* Arya and I have also decided to divide our tasks for the department. Arya has been a very supportive Co-OB and is someone I can rely on. I feel that we both work well together as a team along with our committee.

**Progress on assigned actions from last report**

THIS IS OUR FIRST REPORT

**Action Points to be completed by next report**

* Submit SummerFest proposals by the end of the week.
* Have a finalised plan for the Start-of-Uni party

**Motion 4: To accept the office bearer reports**

**Mover**: Luv **Seconder**: Sreekar

**Passed**

1. **Operational Business (Motions on Notice)**
   1. **Adoption of 2023 budget for the Activities Committee**

**Motion 5:**  **Adoption of the 2023 Budget for the Activities Department**

*The departmental budget for 2022 has been drawn up and passed by Students’ Council with $405,519.80  allocated to the Activities Department*

**Mover: Luv** **Seconder: Sreekar**

Passed

**7.2 Budget for Summerfest**

**Motion 6: To pass $22000 for expenditure related to SummerFest from the 3840 (Events- Orientation) budget line**

**Mover:** Sreekar **Seconder: Tvisha**

Passed

* 1. **Operational Sub-committee**

Operation sub-committee exist as a delegation from student council which help pass budget in emergency situations.

**Motion 7: To delegate upto $9000 to the operational subcommittee from each departmental budget line.**

**Mover:** Tvisha **Seconder: Sreekar**

**Lachlan asked about what the budget for the last OP sub for activities department was that is 2022.**

**Passesd**

1. **Other Business (Motions without Notice)**
2. **Next Meeting**
   1. When to meet link to be circulated in the messenger group chat for a meeting in January.
3. **Close**

**Closed at 3:05pm**