

University of Melbourne Student Union

Activities Committee

Minutes

Tuesday 14th January, 3.03pm

Meeting [1](20)

Location: Activities Office (Level 1 Union House)

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Stanford Seconded: Hannah Pamment

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Benjamin Cronshaw, Brody Samson, Hannah Pamment, Amy Simkiss,

Lachlan Hinds, Hayley Stanford

1.4 Apologies

Kevin Bambang

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: To adopt the agenda

Moved: Hayley Stanford Seconded: Hannah Pamment

Carried without dissent

2. Office Bearer Report

Given verbally

2.1 To accept the officer bearer report given

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

3. Other Reports

4. Motions on Notice

4.1 To pass up \$75,000 for bands for semester 1

Motion to pass 4.1

Moved: Hayley Stanford Second: Hannah Pamment

Carried without dissent

4.2 To pass up \$18,000 for bands for Twilight Festival

Motion to pass 4.2

Moved: Hayley Stanford Second: Hannah Pamment

Carried without dissent

5. Motions Without Notice

6. Other Business

7. Close

Meeting closed at 3:12pm

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University of Melbourne Student Union

Activities Committee

Minutes

Wednesday 12th February, 1:07pm

Meeting [2](20)

Location: Activities Office (Level 1 Union House)

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Seconded: Brody Samson

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Brody Samson, Hannah Pamment, Lachlan Hinds, India Pinkney, Hayley Stanford, Amy Simkiss, Oshini Senanayake, Kevin Bamabang

1.4 Apologies

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: To adopt the agenda as presented

Moved: Hayley Seconded: Brody Samson

Carried without dissent

2. Office Bearer Report

Summerfest planning

Due to the Activities Department having a pretty hectic first few weeks of semester, and the changed format of orientation week, we have opted out of running an event during O-Week, with our first event being held in week 1. During the Wednesday carnival day, we will be holding a stall with information on everything we offer as a department, including tickets to our Start of University Party, to be held in week 2.

Tuesday bands and bevs

The 3BT schedule has been finalised and we are super keen to see all the artists!! Also had a meeting with The Food You Choose about reducing meat produce and increasing plant-based foods at our events. We have decided to slightly decrease our spending on meat

products (sausages), instead opting for increasing our intake of plant-based foods, with the hopes of re-evaluating end of semester 1.

Union House Twilight Festival

Twilight Festival is slowly coming together, and we are so excited for a huge first event! I have met with almost all of the departments and we have all set plans for involvement. We have also reached out to some clubs affiliated with both Union House Theatre and with Clubs and Societies about their involvement in the night. We have 2 bands locked in, and a bunch of other entertainment throughout the night. We are really excited to see how the changed format works, and to see lots of excited new faces wondering Union House, and hopefully eager to become involved in all the great things on offer by UMSU!

Other semester 1 events

We have a bunch of other events held throughout semester 1 including our Start of Uni Party in week 2 and St Patrick's Day trivia in week 3. The planning for these events is coming together, with things such as DJ's, bar and AVM all booked. We are also planning an inaugural movie night aimed at encouraging a diverse crowd of students involved in the Activities Department. At our next committee meeting, we are planning on discussing ideas for increased student participation and engagement at our Thursday BBQ's, including the possibility of open mic competitions and short dance workshops.

2.1 To accept the office bearer report given

Moved: Hayley Seconder: Brody Samson

Carried without dissent

3. Other Reports

4. Motions on Notice

4.1 To endorse the 2020 Activities department budget

4.2 That the Activities Committee approves budgetary delegation to the Operations Sub-Committee of up to \$1000 for each Activities Department Budget Line.

4.3 To pass up \$500 from this year's budget for quote from Dead Eyes performance 2019

4.4 To pass up \$1,568.20 for cleaning 3rd August 2019 - Winterfest Jack River concert

4.5 To pass up \$1,925 from Printing budget line for gig guides

4.6 To pass up \$400.40 from Printing budget line for summerfest flyers

4.7 To pass up \$32,792.50 for AVM for Tuesday bands

4.8 To pass up \$5,400 for AVM for UHTF

4.9 To pass up \$2,000 for comedy for UHTF

4.10 To pass up \$250 for MHFA for UHTF

4.11 To pass up \$1,400 for First aid for UHTF

4.12 To pass up \$657 for AVM for Karaoke for UHTF

- 4.13 To pass up \$1,045 for Laser Tag for UHTF
- 4.14 To pass up \$850 for photobooth for UHTF
- 4.15 To pass up \$400 for silent disco for UHTF
- 4.16 To pass up \$6 for Karafun licence for UHTF
- 4.17 To pass up \$500 for security for UHTF
- 4.18 To pass up \$1,200 for cleaners for UHTF
- 4.19 To pass up \$1,200 for First Aid for SoUP
- 4.20 To pass up \$500 for security for SoUP

4.21 Motion: To pass up 4.1 to 4.20 en bloc
Mover: Hayley Seconder: Hannah Pamment
Carried without dissent

4.22 To pass 4.1 to 4.20
Moved: Hayley Seconder: Hannah Pamment
Carried without dissent

5. Motions Without Notice

- 5.1 To pass up to \$4,000 for security for UHTF
Moved: Hayley Seconder: Hannah Pamment
Carried without dissent
- 5.2 To pass up up to \$3,000 for security for SoUP
Moved: Hayley Seconder: Brody Samson
Carried without dissent

6. Other Business

7. Close

Meeting closed at 1:26pm

University of Melbourne Student Union

Activities Committee

Minutes

Tuesday 3rd March, 11:05am.

Meeting [3](20)

Location: Activities Office (Level 1 Union House)

1. Procedural Matters

1.1 Election of Chair

Motion: To elect India as chair

Moved: India Pickney Seconder: Hannah Pamment

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

India Pickney, Hayley Stanford, Hannah Pamment, Brody Samson, Amy Simkiss, Kevin Bamabang

1.4 Apologies

Lachlan Hinds

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

2. Office Bearer Report

Key Activities

Summerfest

We had our information stall at Summerfest on Wednesday. It was pretty far away from the other stalls, so we had a quiet day. We spoke to lots of people about our events for semester 1 and found lots of people interested in attending our events (yay). Also had lots of fun watching the bands on the day and seeing the great turn out for Lime Cordiale. My favourite moment was definitely meeting Lime Cordiale, which is India's favourite band, and watching her almost cry of happiness.

Union House Twilight Festival

Planning for the UHTF has been immense, but we are now tying up loose ends and confirming involvement of the various UMSU departments, clubs and societies. Our

collateral is complete and will be distributed throughout the University this week. Our Facebook engagement has been pretty good, with a few small boost and a handy comedy pass giveaway (thanks, Jack!). Hayley and I are really looking forward to this event and are keen to see the first big inter-club event in action!

Start of Uni Party

Most of our entertainment is locked in, with Julian helping out to lock in our headliner act. Ticket sales are going slow for the moment, but we are hoping to sell during Tuesday and Thursday BBQ's and push the online advertising harder once UHTF is complete.

Other events

St Patrick's Day trivia is set for Tuesday of week 3 (St Pat's day) in the IDA. We are hoping for a good turnout and fun night. We are also still working on ideas for increasing participation at our Thursday BBQ's.

3. Other Reports

4. Motions on Notice

- 4.1 To pass up \$1000 for Facebook advertising
- 4.2 To pass up \$150 for UHTF Women's Department mocktails
- 4.3 To pass up \$501.00 for Semester 1 bands sign on office
- 4.4 To pass up \$150 for Shutterbooth hire
- 4.5 To pass up \$500 for Mudcrabs AVM
- 4.6 To pass up \$4000 for SoUP DJs
- 4.7 To pass up \$1500 for UHTF hot dinner

4.8 Motion: To pass up 4.1 to 4.7 en bloc

Moved: India Pickney Seconder: Brody Samson

Carried without dissent

4.9 Motion: to accept these motions

Moved: India Pickney Seconder: Brody Samson

Carried without dissent

5. Motions Without Notice

- 5.1 To pass up \$260 for BBQ products
- 5.2 To pass up \$505 for UHTFU backline
- 5.3 To pass up \$500 for printing
- 5.4 To pass up \$101 for wristbands for SoUP

5.4 Motion: To pass up 5.1 to 5.4 en bloc

Moved: India Pickney Seconder: Hannah Pamment

Carried without dissent

4.9 Motion: to accept these motions

Moved: India Pickney Seconder: Hannah Pamment

Carried without dissent

6. Other Business

7. Close

Closed at 11:17am

University of Melbourne Student Union
Activities Committee
Minutes
Monday 16th March, 12pm.
Meeting [4](20)
Location: Activities Office (Level 1 Union House)

1. Procedural Matters

- 1.1 Election of Chair
- 1.2 Acknowledgement of Indigenous Owners
- 1.3 Attendance
- 1.4 Apologies

Lachlan Hinds

- 1.5 Proxies
- 1.6 Membership
- 1.7 Conflicts of Interest
- 1.8 Adoption of Agenda

2. Office Bearer Report

Key Activities

Union House Twilight Festival

Our first ever Union House Twilight Festival was really fun! We think the new format of the event worked really well (Twilight Festival compared to the Sleepover format) and allowed increased accessibility for students of all ages. Queer karaoke upstairs and laser tag were both big hits with the crowd, as was the Wom*n's department mocktails on North Court. The clubs also had a really successful event, with the Maths and Stats club busy engaging students with some interactive puzzles and the gaming clubs in Grand Buffet hall. The bands were also a hit, however due to the lack of sail, when it started raining a lot of people left, which was a bit of a shame. Overall, we were pretty happy with the event, and the turnout on the night, and hope that students are now familiar with Union House, the union and the departments.

Start of Uni Party

SoUP was a raging success in my eyes, with the event selling out (twice)! We did face some issues with venue arrangements and their capacity, but all was well in the end. Our two biggest events of the semester are now complete, which is super exciting. We will sit down with Justin to discuss ways of running this event so that it is executed in the best possible way for years to come. The actual event was really great, with no major issues on the night. The last hour was pretty empty so finishing so late on a Wednesday night is definitely something we need to consider when planning our next events.

St Paddy's Day Trivia

Trivia is coming up next Tuesday (aka tomorrow), which will be a more low-key event compared to both last year's event and to the events we have run so far. We will be getting our committee to write up some questions so that they can be involved and bonding nicely.

Tuesday and Thursday BBQ

Our Tuesday BBQ's have been going really strong with a large attendance at both the BBQ and the live band. Thursdays have been a little bit slower to take off, however we have done some updates to the Facebook page and website in the hopes more people become aware of it (plus some online plugging on unimelb love letters hehe).

3. Other Reports

4. Motions on Notice

- 4.1 To pass up \$40,000 for 3BT Sem 1 BBQ lunch
- 4.2 To pass up \$240 for Roadshow Films license for UHTF
- 4.3 To pass up \$700 for pizza for St Paddy's Day Trivia
- 4.4 To pass up \$300 for St Paddy's Day Trivia prizes
- 4.5

5. Motions Without Notice

- 4.8 To pass up \$260 for BBQ products
- 4.9 To pass up \$505 for UHTFU backline
- 4.10 To pass up \$500 for printing

6. Other Business

7. Close

University of Melbourne Student Union

Activities Committee

Minutes

Friday 3rd April, 2:03pm

Meeting [5](20)

Location: Online over Zoom

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley as chair

Moved: Hayley Stanford Seconder: Hannah

Carried without dissent

1.2 Acknowledgement of Indigenous Owners:

So acknowledged

1.3 Attendance

Brody Samson, Benjamin Cronshaw, Lachlan Hinds, Hannah Pamment, Amy Simkiss

1.4 Apologies

India Pinkney

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: That the Agenda as presented be adopted

Mover: Hayley Stanford

Seconder: Amy Simkiss

CARRIED WITHOUT DISSENT

2. Office Bearer Report

Unfortunately we made the hard decision to cancel our St Patrick's day trivia and Tuesday bands due to social distancing requirements. We have however, been working hard on producing some online content for everyone at home. We had our first ever online trivia event, and are working with some bands to bring online streaming straight from their studio to you!

Benjamin: Really enjoyed the trivia, thought it worked well and suggested we run another.

Motion: That the office bearer report as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

3. Other Reports

4. Motions on Notice

4.1 To pass up \$4551.50 for AVM for SoUP

4.2 To pass up \$282 for SoUP First Aid

4.3 To pass up \$385 for Rowdy staffing for UHTF

4.4 To pass up \$603 for AVM for UHTF

4.5 To pass up \$720 for backline for Tired Lion (wk 2 BBB)

4.6 To pass up \$200 for trivia prizes

4.7 To pass up \$1021 for AVM late cancellation for Nyxen (Wk 3 BBB) and St Patrick's day

4.8 To pass up \$1183 for cleaners for SoUP

4.9 To pass up \$300 for SoUP MHFA

4.10 To pass up \$412 for SoUP after hours access

4.11 To pass up \$162 for UHTF after hours access

4.12 Motion: To pass up 4.1 to 4.11 en bloc

Moved: Hayley Stanford Seconder: Brody

Carried without dissent

4.13 Motion: to accept these motions en bloc

Moved: Hayley Stanford Seconder: Hannah

Carried without dissent

5. Motions Without Notice

6. Other Business

Next meeting: Wednesday 22nd April 2pm, online over zoom

7. Close

Close: 2:11pm

University of Melbourne Student Union
Activities Committee
Minutes
Wednesday 22nd April, 2:02pm
Meeting [6](20)
Location: Online over Zoom

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Hannah Pamment, Benjamin Cronshaw, Brody Samson, Amy Simkiss, Hayl

1.4 Apologies

Kevin Bumbang, India Pickney

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: That the Agenda as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

2. Office Bearer Report

We have a number of events coming up during our regular Tuesday timeslot. Next Tuesday 28th April and 19th May will be our second and third online trivias. Tuesday 5th and Tuesday 12th of May will be two online performances. We have Georgia Maq up first and Eliza and the Delusionals second. We are still deciding on which platform to use, however we are leaning towards Zoom rather than Facebook live.

Motion: That the office bearer report as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

3. Other Reports

4. Motions on Notice

4.1 To pass up \$400 for prizes for online trivia 2 and 3

4.2 Motion: to accept the motion

Moved: Hayley Stanford Seconder: Brody Samson

Carried without dissent

5. Motions Without Notice

6. Other Business

Next meeting: Wednesday 6th May, 2pm

7. Close

Meeting closed at 2:10pm

University of Melbourne Student Union

Activities Committee

Agenda

Wednesday 10th June, 2:05pm

Meeting [7](20)

Zoom link:

<https://unimelb.zoom.us/j/99484390347?pwd=ZjBrYlN1Z1QwVjNZUDZKQzE3T2JWZz09>

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

India, Hayley, Lachlan, Hannah, Brody, Amy, Oshini

1.4 Apologies

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: That the Agenda as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

2. Office Bearer Report

Bands and bevs have been finalised for sem 1. They were more successful than we were anticipating. We are starting to sort out semester 2 plans and welcome any feedback/ideas.

Motion: That the office bearer report as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

3. Other Reports

4. Motions on Notice

4.1 To pass up \$1,155.00 for UHTF and SoUP union house access requests

4.2 To pass up \$3396.95 for casual wages of BBQ staff Tuesdays and Thursdays

4.3 To pass up \$2,625 for bar staff and beverage costs at Tuesday and Thursday BBQ

4.4 To pass up \$595 for band riders

4.2 Motion: to pass 4.1-4.4 en bloc

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

4.2 Motion: to accept the motions

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

5. Motions Without Notice

6. Other Business

7. Close

Meeting closed at 2:15pm

University of Melbourne Student Union

Activities Committee

Agenda

Wednesday 10th June, 2:05pm

Meeting [7](20)

Zoom link:

<https://unimelb.zoom.us/j/99484390347?pwd=ZjBrYlN1Z1QwVjNZUDZKQzE3T2JWZz09>

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

India, Hayley, Lachlan, Hannah, Brody, Amy, Oshini

1.4 Apologies

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: That the Agenda as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

2. Office Bearer Report

Bands and bevs have been finalised for sem 1. They were more successful than we were anticipating. We are starting to sort out semester 2 plans and welcome any feedback/ideas.

Motion: That the office bearer report as presented be adopted

Mover: Hayley Stanford

Seconder: Hannah Pamment

CARRIED WITHOUT DISSENT

3. Other Reports

4. Motions on Notice

4.1 To pass up \$1,155.00 for UHTF and SoUP union house access requests

4.2 To pass up \$3396.95 for casual wages of BBQ staff Tuesdays and Thursdays

4.3 To pass up \$2,625 for bar staff and beverage costs at Tuesday and Thursday BBQ

4.4 To pass up \$595 for band riders

4.2 Motion: to pass 4.1-4.4 en bloc

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

4.2 Motion: to accept the motions

Moved: Hayley Stanford Seconder: Hannah Pamment

Carried without dissent

5. Motions Without Notice

6. Other Business

7. Close

Meeting closed at 2:15pm

University of Melbourne Student Union

Activities Committee

Minutes

Friday 24th July, 2:13pm

Meeting [8](20)

Zoom link:

Join from PC, Mac, iOS or Android:

<https://unimelb.zoom.us/j/98801292901?pwd=WGYzUnFkemcrblIRMI1bHVOTGU5QT09>

Password: 200286

1. Procedural Matters

1.1 Election of Chair

Motion: To elect India as chair

Moved: India Pickney Second: Lachlan Hinds

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

India Pinkney, Hayley Stanford, Kevin Bumbang, Lachlan Hinds, Amy Simkiss, Oshini Senanayake

1.4 Apologies

Hannah Pamment, Brody Samson

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: To adopt agenda as presented

Mover: India Pinkney Second: Lachlan Hinds

Carried without dissent

2. Office Bearer Report

OB report given verbally

Motion: To accept Officer Bearer report as given

Moved: India Pinkney Second: Lachlan Hinds

Carried without dissent

3. Other Reports

4. Motions on Notice

4.1 To pass up \$900 for food from 2019

4.2 To pass up \$40,000 for bands for Winterfest and semester 2 Tuesday bands

4.3 To pass up \$1000 FB advertising money for semester 2

4.4 To pass up \$2,000 for prizes for Talent show

4.5 **Motion:** To pass 4.1 to 4.4 en bloc

Mover: India Pinkney Seconder: Lachlan Hinds

Carried without dissent

Motion: To accept the motions

Mover: India Pinkney Seconder: Amy Simkiss

Carried without dissent

5. Motions Without Notice

6. Other Business

7. Close

Meeting closed at 2:22pm

University of Melbourne Student Union

Activities Committee

Minutes

Friday 4th September, 2:33pm

Meeting [9](20)

Zoom link:

Join from PC, Mac, iOS or Android:

<https://unimelb.zoom.us/j/91484302291?pwd=UGVKekhwcFhtdHdFL2lWdy81NGxwUT09>

Password: 277267

1. Procedural Matters

1.1 Election of Chair

Motion: To elect Hayley Stanford as chair

Moved: Hayley Stanford Seconder: Lachlan Hinds

Carried without dissent

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Hayley Stanford, India Pinkney, Brody, Amy Simkiss, Kevin Bumbag, Lachlan Hinds, Benjamin Cronshaw

1.4 Apologies

Oshini

1.5 Proxies

1.6 Membership

1.7 Conflicts of Interest

1.8 Adoption of Agenda

Motion: That the Agenda as presented be adopted

Mover: Hayley Stanford

Seconder: Lachlan

CARRIED WITHOUT DISSENT

2. Office Bearer Report

Our semester 2 bands are all locked in after some changes due to lockdown stage 4 restrictions. This has resulted in some weeks of two bands, with Tuesday and Thursday which is really fun! We had our first trivia on Tuesday which was well attended and India and I learned something? about Star Trek. We have teamed up with UMSU Queer and Women's to deliver another trivia night with them, which should be super cute. Our talent show has submissions slowly coming in which is great, they close on next Friday. The Comedy Competition event just got announced so hopefully we will start seeing some entrants! We are also planning an escape room event for week 10, where people can compete individually or in pairs for the fastest time!

Motion: That the office bearer report as presented be adopted

Mover: Hayley Stanford

Seconder: Lachlan Hinds

CARRIED WITHOUT DISSENT

3. Other Reports

4. Motions on Notice

4.1 To pass up \$800 for trivia prizes throughout semester (Star Trek, Queer and Women's, general)

4.2 To pass up \$400 for an online escape room game and games (Wk 10)

4.3 To pass up \$3,000 for talent show artists and entertainment

4.4 To pass up \$5,000 for comedy competition (prizes, MC and accessibility/captioning)

4.5 **Motion:** to pass 4.1-4.4 en bloc

Moved: Hayley Stanford Seconder: Lachlan Hinds

Carried without dissent

4.6 **Motion:** to accept the motions

Moved: Hayley Stanford Seconder: Lachlan Hinds

Carried without dissent

5. Motions Without Notice

6. Other Business

7. Close

Closed at 3:41

