

**University of Melbourne Student Union**



**Meeting of the Clubs and Societies Committee**

**UNCONFIRMED Minutes**

**10am, Wednesday February 6<sup>th</sup>, 2020**

**Meeting 03/20**

**Location: C&S office, Ground floor Union House**

**1. Procedural Matters**

1.1 Election of Chair

Procedural motion 1: To suspend standing orders affirmative action to permit Jordan Di Natale to chair

Mover: Jordan Di Natale

Carried without dissent (CWD)

Motion 1: To elect Jordan Di Natale as chair

Mover: Jordan Di Natale

Seconder: Ciara Griffiths

CWD

1.2 Acknowledgement of Indigenous Custodians

So acknowledged

1.3 Attendance

Committee: Chris Melenhorst, Justin Riazaty, Ciara Griffiths, Beatrice Valencia, Olivia White

Office Bearer: Jordan Di Natale

Staff: Fiona Sanders

Other: Catrina Smith and ACR (995414)

1.4 Apologies

Beatrice Valencia will arrive late to the meeting

1.5 Proxies

Nil

1.6 Membership

Nil

1.7 Adoption of Agenda

Motion 2: To adopt the agenda as it is

Mover: Chair

CWD

2. Confirmation of previous minutes

Motion 3: To change “be” to “by” in 4.2.3 third dot point and to accept the minutes as a true actant record with the proposed amendments

Mover: Chris Melenhorst

Seconder: Justin Riazaty

CWD

**3. Conflicts of Interest Declaration**

<b>Name</b>	<b>Conflicts of Interest declared</b>
Chris Melenhorst	Transit Riders Alliance for Melbourne Students
Justin Riazaty	Russian Society
Ezekiel McPherson	ASEAN Students of Melbourne University
Ciara Griffiths	Fantasy and Science Fiction Appreciation Society
Beatrice Valencia	planetUni
Niamh Hollick	Science Students Society
Olivia White	Friends Of Unnatural Llamas
Jordan Di Natale	nil

Ezekiel McPherson to disclose further at the end of meeting

Procedural motion 2: to move to 8.1, Regulation Review

Mover: Chair

CWD

Procedural motion 3: To suspend standing orders to allow Fiona to speak this meeting

Mover: Chris Melenhorst

CWD

8.1 Regulation Review

8.1.1 Moores and Coordinator edit

There were discussion surrounding the regulations proposed by Moores, with edits made by Fiona and Phoebe. The following dot points explain the key discussions, areas reviewed and changes that the committee would like to implement.

- Membership: no minimum membership was added, committee decided to maintain at 30 and this to be added into the regulations.
- Discussion around language around broad powers to invalidate AGM
- Discussion around discipline for code of conduct
- Discussion on 5.2. C, Returning Officers, vii, don't understand why broad power
  - o This was in regulations previously
  - o No change required
- Discussion on 5.2. h, power to declare general meetings invalid. This is a departmental attempt and all other to bring the general meeting into compliance with 5.2 have been exhausted.
- Discussion on 6.3 : Grounds for disciplinary action
  - o b and c, regarding inappropriate funds and financial mismanagement respectfully.
  - o f, in regards to "reasonable grounds" and clarification on what this is
  - o s, in regards to the clarification on damage and maybe a more explanation such as to what extent, eg: wilful
  - o t, in regards to negative impact. We discussed and came to a discussion of implementing the words, "provision of"
  - o v, in regards of Regulation number, it should be 6.1, not 6.2.
    - there should be power of the code of conduct and this should be enforceable
    - Fiona will make this change to the regulation

Motion 4: to reword 6.3v to refer to only 6.1b

Mover: Justin Riazaty

Seconder: Ezekiel McPherson

For: 2

Against: 4

Motion lost

Procedural motion 4: To move to 8.12.

Mover: Chair

CWD

### 8.1.2. Student Submission

There were many discussions that a student provided that the committee discussed

- Policy recommendation for ticketed events were discussed.
- For a club event, the club must be able to provide and accommodate 30 members
  - o This would not be supported by clubs as some clubs only have limited number of members and sometimes do small events.
- Overreach to prescribe ticketing platform to clubs
- Copyright images
  - o Not C&S responsibility to regulate copyright breaches
- Cultural iconography
  - o Discussion on who gives permission
  - o C&S will have lots of trouble regulating this

Procedural motion 5: To go in camera with Fiona

Mover: Chair

CWD

**Catrina Smith and ACR (995414) left the meeting at 11:26am**

Procedural motion 6: To go out of camera with Fiona

Mover: Chris Melenhorst

CWD

Motion 5: to accept all the amendments proposed by ACR (995414) for the C&S regulations

Mover: Chris Melenhorst

Secunder: Ciara Griffiths

For: 5

Against: 0

Abstentions: 1

Motion Carried

Motion 6: Direct the office bearer to look at guidance to clubs about ticketing

Mover: Chair

For: 0          Against: 6

Motion lost

Procedural motion 7: To go back to 8.1.1 Moores and coordinator edit

Mover: Chair

CWD

Further discussion on regulations continued on regarding

- 6.3 W, discussion on to removing this

**Beatrice Valencia entered the meeting at 11:38am**

- 6.3 y, in regards to “acts in bad faith”
  - o The understanding of this was explained
  - o This is important as it can be restrictive to the committee if clubs themselves cannot properly interrogate dishonest dealings

**Chris Melenhorst left the meeting at 11:52 am and re-entered the meeting at 11:55 am**

- o The committee came to the rewording of “acts in bad faith, such that the department is unable to fulfil its obligations or function”
  - Action of this will be discussed with Phoebe

**As committee has taken place for 2 hours, the committee was allowed a 10 minute break to adjourn to lunch and break.**

**Committee restarted at 12:11pm**

Procedural motion 8: To go to 5, office bearers report

Mover: Chair

CWD

## 5.. Office Bearer's Report

- Stop 1 advisory group designs and concepts are complete and have now been sent to Stop 1 for publication on their social media, website and unimelb portal.
- Twilight Festival: clubs and activities have created an email and this will be sent to clubs after the committee meeting, allowing clubs to fill out the goggle form if interesting in attending.

**Justin Riazaty entered the meeting at 12:15pm**

Motion 7: To accept the OB report as it is

Mover: Chris Melenhorst

Seconder: Justin Riazaty

CWD

Procedural motion 9: To go to back to 8.1.1

Mover: Chair

CWD

More discussions continued regarding regulations on

- Discussion on leaving in the restriction on discipline
- 7.1.e, Finance and Training, in regards to what competition means, sponsors??? That was defined and left OK
- 7.2.a.i, discussion on changing 50% to 55%. No change on this was the agreed upon outcome
- 7.3.a.i, discussion on this point, and result of leaving it as it was
- 7.3.a.vii, there was a discussion of what constitutes “after the event”
  - o Also discussed on this was
    - Alcohol Server responsibility
    - Safety management plan
      - “directly after” and move to alcohol

**Chris Melenhorst left the meeting at 12:42 pm**

- 7.3.b.i. reminds executives to do it for the members not for the personal gain
- 7.3.c.i. consent of members was discussed and giving out details the clubs has on members to sponsors. This was not accepted and left as it was.

Motion 8: To take up all edits and comments made to the Moore Regulations and come back next committee meeting to discuss further if necessary.

Mover: Chair

CWD

Procedural motion 10: To go to back to 4.1, matters arising from the Minutes

Mover: Chair

CWD

#### **4. Matters Arising from the Minutes**

##### 4.1 Summerfest

##### 4.1.1 Welcome Back

Monday the 2<sup>nd</sup> of March, this event will now be offered to other faculty clubs. Faculty and departmental clubs will be referred to Monday if the

##### 4.1.2 General Interest Expo

##### 4.1.2.1 Waiting List

Waiting list will in order of application that was previously filled out by clubs

##### 4.1.2.2 Contingencies budget

Motion 9: To allow a \$500 contingencies budget from Orientation line for the Wednesday the 26<sup>th</sup> of February

Mover: Justin Riazaty

Seconder: Ezekiel McPherson

CWD

Volunteers was also discussed and it was noted too that clubs can have a google sheet sign in for Wilson Hall and South Lawn Underground Carpark so everyone who has access to it can see when clubs arrive all at once.

**ACR 995414 entered the meeting at 1:05pm**

### 4.1.3 REB Arrangements

Arrangements in this are still working in progress. We have made some ground in terms of numbers of clubs allocated and time scheduling.

### 4.1.4 Lanyards

Lanyards total cost was \$281.54 for 350 lanyards.

### 4.1.5 Clubs Guide

Comms used data that they were advised not to do several times, so in the progress of fixing this. OB will be revising the intro to the guide too. OB will also put this in the Facebook Group so that the committee can read and add any changes that they deem fit!

Committee than discussed to ACR the outcome of their submitted regulations. ACR was advised that we cannot implement them. ACR was advised that OB would look into the procedure for ticketing. ACR was thanked for the submission of regulations.

**ACR 995414 entered the meeting at 1:07pm**

## 4.2 Locker Compliance & Cleaning

Locker cleaning and compliance was discussed and the discussion of the Italian club was discussed. They returned their locker late and were put on the bottom of the list, but when the department did some cleaning of the lockers, it was found that they left their banner there.

The department decided that the Italian club will have no locker for 2020.

### 4.2.1 CDG / CSSA

CSSA went into CDG's locker when they were disaffiliated and when cleaning the lockers, it was discovered the CSSA left their stuff in CDG locker. CDG tried to get CSSA to clean the locker. It was decided by the committee that

- CDG will be cleared of any locker wrongdoing
- CSSA will be put on the bottom of the list.

#### 4.2.2 Habitat for Humanity

They gave evidence of circumstances that made them unable to clear the locker by the specified date indicated by the previous committee. They were given an extension. When cleaning the locker it was discovered that they left money and membership cards in a box on the top of the locker.

The committee decided to place Habitat for Humanity on the bottom of the list.

#### 4.2.3 Banners etc

UMSU clubs were communicated if banners were in the office. Policy indicated to be keep them on the bottom of the list as they are responsible for their possession. It was also indicated that we don't allow other clubs to use other lockers.

Motion 10: To accept all recommendations in relation to lockers

Mover: Justin Riazaty

Seconder: Ciara Griffiths

CWD

#### 4.3 Attendance App

The app is up and running!!! It is very exciting for all the superstars!!! The official name is called "UMSU CLUBS". This will be communicated to clubs via email. It is working on the apple store but there are a few problems on the google play store. This will be looked into.

We will also clarify members lists to clubs.

Procedural motion 11: To go to 7, Grants

Mover: Chair

CWD

### 7. Grants

#### a. Opening Date

Motion 11: To open grants on Monday the 10<sup>th</sup> of February

Mover: Olivia White

Second: Ciara Griffiths

CWD

- b. Increases to caps
  - i. Camps per person

Originally this was \$20 per person up to \$800. This is now increased to \$25 per person up to \$1000.

Next meeting there will be a discussion to increasing the regulations.

- ii. Functions per person

Originally it was \$5 per person. This is now increased to \$6 per person.

- iii. Function total

Originally it was \$500. It is now increased to \$550.

**Justin Riazaty left the meeting at 1:45pm**

- iv. C&S promo total

We will be leaving this total as last year.

\$200 per each event and \$600 in total for the year.

- v. Overall club cap

The starting overall cap for each club is \$2,300.

Motion 12: To set the caps as discussed at \$2,300 for each club.

Mover: Chair

CWD

Procedural motion 12: To go to back to 4.4, Pirates Stat Dec (Activity Reporting)

Mover: Chair

CWD

#### 4.4.Pirates Stat Dec (Activity Reporting)

This has been done and Activity Reporting is completed

#### 4.5.RO training / resource

This may be a written resource and are asking for a quote.

#### 4.6.Wellbeing Training

No progress as of yet. After Orientation will meet with the Uni Wellbeing officers to discuss options and what we can do to improve this.

## 6. Correspondence

Environment Department (request for Bulletin article)

Motion 13: To accept the Environment department request for Bulletin Article

Mover: Chair

For: 4      Against: 0      Abstention: 1

## 8. Other Business

## 8.2. Policy Review

This will be discussed in further next meeting as

### 8.3.1. VCA

- i. SummerFest (Thursday Feb 27)

VCA has went behind the clubs back and offered this event to some clubs. The department did not appreciate this action. The department will still allow chosen clubs to attend.

- ii. Weekly BBQ

There is a possibility to allow Music S.S. to attend and we will offer this to other clubs in the bulletin.

### 8.4. Camp OHS

Clubs will need to be aware of any news regarding the coronavirus and fire advise.

### 8.5. Delegation to Operation Sub Committee

Motion 14: To delegate up to \$1000 authority to operations Sub-Committee for C&S Committee expenses.

Mover: Chair

CWD

### 8.6. New Clubs sign-up

This will be organised and membership in week 8 will be collected.

Procedural motion 13: To suspend standing orders to continue on with the meeting

Mover: Chair

CWD

### 8.7. Payment for locker cleaning job

Motion 15: To approve \$184.55 for cleaning expenses from the special project budget

Mover: Chair

CWD

**9. Next meeting (4)**

The OB has made a when is good for a semester schedule that he will send to the committee to fill.

The next meeting will be at 1:45pm on Thursday the 20<sup>th</sup> of Feburary in the C&S office.

**10. Close**

**The meeting closed at 2:22pm**