

University of Melbourne Student Union

Agenda of the Creative Arts Committee - Meeting 3(22)

5PM AEDT, Tuesday 15th February 2022

Location: Zoom

Link: <https://unimelb.zoom.us/j/87950740210?pwd=UU9FcFdkRzRHN1kreEpBOVJDczNLdz09>

Password: 429923

Agenda

1. Procedural Matters

1.1 Meeting opened at [5:15pm]

1.2 Election of chair

Motion: That Prerna Aggarwal is to be elected Chair.

Mover: Prerna Aggarwal

Second: Leslie Ho

CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

1.3 Acknowledgement of Country

Was led by Prerna Aggarwal

1.4 Attendance

Marcie Di Bartolomeo, Prerna Aggarwal Nahean Tanisha Khan, Leslie Ho, Haley Nguyen, Leah Bourne

1.5 Apologies

Kavi Ramdass

1.6 Proxies

1.7 Membership

Awaiting on the Stand Up! ticket to confirm a replacement for the vacancy left by former committee member Georgia Walton Briggs' resignation

1.8 Adoption of Agenda

Motion: That the agenda be adopted as presented

Mover: Prerna Aggarwal

Second: Leah Bourne

CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

2. Confirmation of Previous Minutes

Marcie - The minutes from the previous committee meeting were not sent out with the agenda, but they will be sent out along with the minutes from this committee meeting to be confirmed at the next committee meeting

3. Matters Arising from the Minutes

N/A — as minutes from the previous committee meeting weren't sent with the agenda, but will be reviewed at the next committee meeting

4. Conflicts of Interest Declaration

None were declared

5. Correspondence

6. Creative Arts Office Bearers' Reports

Prerna —

- For Summerfest We will have stalls at the Southbank expo and Summerfest O-week expos. We received communication from UMSU events that there will only be space for one representative at our Southbank Carnival stall due to COVIDsafe restrictions.
 - Marcie has been confirmed to represent the Creative Arts department at the Southbank Carnival.
- Merch for our Summerfest stalls was not able to be organised in time through UMSU.
 - Instead we will be putting together bags of art supplies from suppliers approved by the UMSU ethical register to be given out at our stalls. Art supplies to be purchased will include pencils, pens markers, gluesticks and crayons.
- Our O-week publication will be sent to the printers and ready in time for Summerfest stalls

- First grants round has been open, and promoted on our socials, and the UHT's Followspot newsletter. We have already received several applications, and are booking grants meetings with the applicants who have applied. This grant round will close on Sunday 20th February.
- We have been working on the organisation for our collaborations with the Enviro department for the Upcycling Totebag workshop on Tuesday 1st March and with the Women's department for the IWD banner making workshop on Thursday 3rd March.

- We have also been working on the organisation for Arty Party which will be happening on Thursday 10th March, and after a lot of discussion between myself, Marcie and the committee, we have confirmed a theme for the event: Under the stars.
- We have plans to have Fairy lights to decorate the space, and we hope that attendees' costumes will be sparkling and glittery.

- Prerna makes a callout for committee to be present if possible at Arty as it is one of our biggest events for the semester, and to volunteer if possible for Creative Art's Summerfest and early semester 1 events, and general brainstorming of ideas for events and initiatives.

- Prerna also mentions how Marcie and her had meeting with Betty and Prachi, the UMSU Disabilities, to discuss creative arts therapy sessions and mental health workshop collaborations
 - Betty has reached out to a potential speaker from Science Gallery for the upcoming Mental health Workshop, awaiting their reply
 - Workshop dates haven't been finalised but will be soon for sometime later on this semester

- Prerna informs committee that if committee members have any event ideas and initiatives they want to see happen, Creative Arts department has money and

resources, to support committee in their creative ideas and interests, and to reach out to Office-bearers for further discussion

Marcie —

Adding to what Prerna has already mentioned in her OB report:

- O-week publication has been finalised and off to the printers, work is now being done on the digital upload of the publication to the website, and promotion of the publication on the Creative Arts and UMSU's social media channels
 - Set to be distributed through Summerfest O-week and week 1 events, as well as Arty party
- Been organising the support of UHT, AVM and UMSU Southbank for Arty Party
 - AVM Site visit confirmed for Arty Party's Ida Bar venue
 - Have had meetings with UHT to discuss the organising and planning of Arty Party, and will aim to have more in the weeks leading up to Arty Party
 - Will be reaching out to representatives of Arts and Culture and Student Theatre groups to see if they can attend Arty Party
- We will have a Speed Friending session next Thursday 24th at 4PM in addition to our stalls and online Hopin expo presence
 - If committee members are free would love to have you involved, help out and have fun!
- Had a meeting with Barb Bolt to discuss a performing arts strategy that is in development and will soon to be implemented across the University
 - Highlighted the need for accessibility to be more of a focus at arts programs at the University
 - Highlighted the need for more exposure/awareness of UHT, GPG and Southbank programs

Motion: To accept the Creative Arts Office Bearer's Reports as accepted

Mover: Prerna Aggarwal **Seconder:** Nahean Tanisha Khan

CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

7. Other Reports

None to declare

8. Operational Business

8.1 Deciding deadlines of remaining grant rounds

Prerna asks if there were any questions in regards to the grant round deadlines proposed in the first motion on notice in section 9.1. There were no questions.

Marcie clarifies for the committee that the grant rounds written in the motion on notice regarding grant round deadlines were suggested with reference to last year's Creative Arts grant round deadlines, with an additional two rounds being proposed during the non-semester periods/the summer and winter breaks of the year to provide more opportunities for student artist engagement.

8.2 Summerfest Updates, and Motions

Prerna states that many of the Summerfest updates have been mentioned in the office-bearer report.

Prerna mentions there was an additional merch order for hoodies and T-shirts in the works but it had to be delayed due to CME informing us that lilac was not available as a colour for hoodies and T-shirts, despite lilac being the preferred colour for the merch.

This order will now be in the works for Winterfest with a focus on only getting hoodies.

Prerna says that hoodies will be done for committee.

Form will be sent out in coming weeks to get size measurements of committee for hoodies order.

The Creative Arts Interest Survey will also be out in coming weeks for students to fill out.

Leslie asks if committee can be clarified on what the plans are regarding what Creative Arts are doing for Summerfest.

Prerna says that an online stall is happening on Hopin, physical stall is a bit more unclear regarding whether we're on for both Thursday and Friday, or just one of those days. Southbank can only have one representative, which will be Marcie.

Prerna highlights the experience of the committee in regards to the arts, and to communicate with her and Marcie if you can be present to be involved and help out at Summerfest. There will be informal polls conducted in the group chat to determine who is able to be available for Summerfest events.

8.3 Arty Party Updates and Motion

Prerna makes another call to action for committee to help out during Summerfest and early semester events such as Arty Party.

Tanisha asks for some clarification regarding what does Prerna and Marcie need for Arty Party.

Prerna lists the following as examples of what committee can help out with for Arty Planning:

- Input on food options
- Help with Bar tab
- Input on decoration decisions and help with setup
- Sharing the event on socials and reacting to posts

Tanisha suggests Best dressed award for Arty Party.

Prerna approves of the idea.

Tanisha Asks whether food will catered from Ida Bar, or an external caterer.

Prerna says catering will be separate from Ida Bar, currently the idea is to go for pizza and sushi, as filling and accessible food options.

Marcie adds that there are plans for handing out prizes approved by the UMSU ethical register for best costume, and that who the recipient of the best costume award will be will be determined in part by how it responds to the theme of “Under the Stars”.

Leslie suggests for decoration a glitter doodle wall for drawing on with glitter markers

Prerna, Marcie and the committee love the idea.

Prerna suggests to refer to past events with glitter doodle walls such as a similar wall that existed in a 2019 Creative Arts event, as a point of comparison.

Prerna also suggests that there can be photo sessions with a glittery wall on the side, where attendees can take pictures and tag themselves on socials afterwards.

Tanisha offers to make crescent moon/stars for the event.

Prerna approves, and also mentions that there is a budget for the event so these things can also be purchased, and then reimbursed by UMSU if receipts for the expenditure are sent in to the Creative Arts inbox.

Prerna encourages the committee if they make any purchases to prioritise stores that are approved on the UMSU ethical register.

Prerna encourages the committee if they have any more ideas and suggestions for Arty Party to her and Marcie know, to make Arty Party the best Arty Party it can be.

Prerna estimates the bar tab to be around 600 dollars. If it needs to be higher the bar tab can be increased at the event as per the Ida Bar manager Kyle’s email correspondence.

8.4 Discover Unimelb Grant Outcome

Prerna asks Marcie to speak to this.

Marcie provides some background about how the application has been in the works for several weeks between Prerna, Marcie and Leah, in consultation with Susan the UMSU Arts and Culture manager.

Marcie then asks Leah — who was the main person working on and submitting the grant application — to provide more information on the application

Leah states how a Discover Unimelb grant was submitted in the first round for a repertory theatre program.

- The outcome was unsuccessful, however feedback was allowed to be asked
- Currently waiting on the communication of that feedback, will communicate to rest of committee and Office-bearers
- Can’t really go ahead with the program as the grant was unsuccessful and the program required a significant amount of time and funds in order to go ahead

Prerna mentions that she really wants this to happen and will help wherever she can, and while the grant application is unsuccessful for this round, the grant application can be resubmitted after some revisions for the second grant round.

8.5 Discord Server Update

Perna states that Hasn't been implemented yet due to intense workload of Summerfest.

Marcie agrees that workload has been intense, but it is still a priority to have a Discord server implemented for the Creative Arts collective.

Will be implemented at a later point in time in the coming weeks.

8.6 Newsletter

Perna states that no Creative Arts newsletter has been implemented yet.

Perna invites the committee to let her and Marcie know if they're interested in seeing a newsletter implemented, and ways in which it can be done.

9. Motions on Notice

Motion: To set the deadlines of the remaining grant rounds as:

Grant Round 2: Friday 1st April 5pm AEDT
Grant Round 3: Friday 29th April 5pm AEDT
Grant Round 4: Friday 27th May 5pm AEDT
Grant Round 5: Friday 15th July 5pm AEDT
Grant Round 6: Friday 26th August 5pm AEDT
Grant Round 7: Friday 16th September 5pm AEDT
Grant Round 8: Friday 21st October 5pm AEDT

Mover: Marcie Di Bartolomeo **Seconder:** Nahean Tanisha Khan
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

Perna clarifies that there will be a limited physical amount of the O-week publication printed for sustainability reasons, and that the publication will be available online for increased sustainability and accessibility.

Motion: To approve the spending of \$896 from the Orientation budget line for the printing of 300 copies of the Creative Arts O-Week publication.

Mover: Marcie Di Bartolomeo **Seconder:** Nahean Tanisha Khan
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

Perna states that this money will be needed to buy for things such as art supplies to hand out at Summerfest, with any things leftover to be used for future events.

Additionally, while time has run out to make orders through UMSU CME, materials can be purchased from stores, while prioritising stories that are approved by UMSU ethical register.

Motion: To approve the spending of up to \$2000 from the Orientation budget line for the purchasing of art supplies for distribution at the Creative Arts Summerfest stalls.

Mover: Perna Aggarwal **Seconder:** Nahean Tanisha Khan
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

Perna states that this money will be needed to buy for things such as materials to decorate the venue, as well as catering for the event.

Motion: To approve the spending of up to \$1000 from the Special Projects and Events budget line for expenditure relating to Arty Party Semester 1 2022.

Mover: Marcie Di Bartolomeo **Seconder:** Nahean Tanisha Khan
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

Perna speaks to this as well, stating that the Student Artist Spotlight was a very successful initiative last year, and it would be good to continue this initiative.

She states that we're aiming to passing this money now, so that the minutes can be sent to Ciara later on to process the financial motion and ensure gift cards (approved by ethical register) will be ready to send to artists with standout submissions when the initiative starts in semester 1.

Motion: To approve the spending of \$600 from the Special Projects and Events budget line for the purchasing of gift cards for the Student Artist Spotlight Semester 1 2022.

Mover: Marcie Di Bartolomeo **Seconder:** Nahean Tanisha Khan
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

10. Motions without Notice

Perna mentions that money from our department will be used for food and art supplies. UMSU Women's will also be allocating \$750 from their budget for an overall budget of up to \$1500 for the collaborative event.

Perna encourages committee to be there to support and help out.

Motion: To approve the spending of up to \$750 from the Special Projects and Events budget line for expenditure relating to the International Women's Day (IWD) Banner-Making Workshop with UMSU Women's.

Mover: Marcie Di Bartolomeo **Seconder:** Leah Bourne
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

Perna mentions that Creative Arts has a large number of totebags, as well as most UMSU departments. This workshop will upcycle these totebags, and will involved them being decorated and painted. Money will go towards art supplies to decorate them, particularly fabric paints.

Motion: To approve the spending of up to \$250 from the Special Projects and Events budget line for expenditure relating to the Recycled Totebag Workshop with UMSU Enviro.

Mover: Marcie Di Bartolomeo **Seconder:** Leslie Ho
CARRIED / NOT CARRIED / **CARRIED WITHOUT DISSENT**

11. Other Business

Perna asks Marcie if they have anything more to add.

Marcie says they do but will wait to see if committee have anything to add.

Tanisha has idea for a sip and paint event at Ida bar, and making it more accessible to students who don't consider themselves good at art/are just starting out in art.

Can contact speakers/instructors in South Melbourne and get one involved as a facilitator for the event.

Emphasise would be to make event financially accessible, as it can get very expensive per person.

Prerna mentions that a similar event in mind was planned off campus — a Creative Arts retreat, which was originally in the budget memorandum that was sent to the UMSU student council's budget council for review.

- It was expensive — with an estimate of \$8000 based on places Prerna was investigating as potential venues for the event — and it had to be cut due to budget cuts in UMSU student council when reviewing department budgets for the year

Prerna says that this option can be explored in more detail, but potentially still somewhere off-scale, and on a smaller scale with a smaller budget. Can organise small scale version of that

Prerna also mentions that Creative Arts also has a collaborative botanical gardens event with UMSU Burnley, which has similarities with a sip and paint event.

- Can potentially do a sip and paint event on the Burnley campus.
- Will review later during the mid-year budget review

Prerna asks if Marcie has anything to add.

Marcie mentions that most point have also been covered, but that they're also excited for this.

Can work with Tanisha to develop a plan focusing on the logistics of implementing the event

- Can also reach out to Kyle if Tanisha would still like the even to be done at the Ida Bar this semester

Tanisha also mentions how excited she is for Arty Party, and that she's keen to help out with purchasing supplies.

Prerna says that support can be provided to committee members when purchasing supplies, and that they can organise a date to purchase art supplies in bulk for events such as Summerfest and Arty Party.

Marcie also states that the current plan for collective is to start collective in Week 1 of the semester

- Starting Fridays 4:30pm
- Online for now

Prerna asserts that collective can have themes, with some of them being conducted on-campus as in-person collectives as well.

Can have committee members run collectives as well if they are interested and have the time and capacity.

Leslie mentions themes for collective and student artist spotlight last year, and that it would be good to continue themes in a similar manner.

Perna mentions for now not going to be too many different themes for first few weeks.

Marcie mentions that the theme for the first few weeks will be Summerfest related, with a star and glitter themes for arty party season.

As for Student Artist Spotlight, the current plan is will try to start from week 1 and have themes, but depending on how things go with getting UMSU CME team to approve socials and design for Student Artist Spotlight.

- Student Artist Spotlight as a result may start a bit later on in the semester, but will endeavour to start as early as possible

12. Next Meeting

Perna says that a whenisgood will be sent to determine next meetings, and is excited that this is the first committee meeting without any proxies.

Perna expresses gratitude for Leah being able to attend despite technical issues with Zoom before the start of the committee meeting.

Marcie communicates to everyone that as committee meetings will happen more frequently (every two weeks) to minimise stress whenisgood will be sent to determine availability for the semester, and determine a regular committee meeting time from there.

Minutes from this meeting and last will be sent along with a whenisgood for a regular meeting time for committee meetings.

The aim will be to respond before semester starts, ideally before Wednesday next week, as meetings may start as early as week 1.

Next meeting will involve reviewing grants from the first grant round of 2022!

13. Close

Perna closes meeting at 6:00pm