



University of Melbourne Student Union

Meeting of the Students' Council

Operations Sub-Committee

Agenda

26th May 2023, 1:35 pm

Meeting 8(23)

Location :

<https://unimelb.zoom.us/j/85210080514?pwd=WHFhYVFJYWlYejlYQmxqN3dsWjI4dz09>

Password: 276331

Meeting Opened: 1:42 pm

1. Procedural Matters

1.1. Election of Chair

Motion: To elect Disha Zutshi as the chair.

Mover: Disha Zutshi

Seconder: Luv Golecha

CWD

1.2. Acknowledgement of Indigenous Custodians

1.3. Attendance

Disha Zutshi, Kevin Li, Divyanshi Sati, Luv Golecha

1.4. Apologies

Hiba Adam

1.5. Proxies

1.6. Leave of Absence

1.7. Membership

1.8. Adoption of Agenda

Motion: To adopt agenda as is.

Mover: Disha Zutshi

CWD

2. Confirmation of Previous Minutes

Motion: To accept minutes 7(23) as accurate.

Mover: Luv Golecha

Seconder: Divyanshi Sati

CWD

3. Conflicts of Interest Declaration

4. Matters Arising from the Minutes

5. Correspondence

6. Motions on Notice

Motion : To move all motions enbloc

Mover: Luv Golecha

Seconder: Kevin Li

CWD

Motion 6.1 : To redirect and pass a total of \$1750 from the following budget lines to cover an unavoidable additional minimum spend at Betwixt Cafe & Bar for the Farrago Edition 3: Analog launch on June 2nd:

- \$1355 from Period 3 of the *Radio* budget line.
- \$270 from the *Programs > General* budget line (\$30 from each of Periods 3 through 11)
- \$125 from Period 10 of the *Postage, Freight and Cartage* budget line.

Mover: Xiaole Zhan

Seconder: Josh Davis

Motion 6.2: To redirect and pass \$375 from Period 10 of the *Postage, Freight and Cartage* budget line and \$500 from Period 5 of the *Postage, Freight and Cartage* budget line to cover a price increase of \$875 in the quote from Kosdown for the printing of Farrago Edition 3: Analog.

Mover: Xiaole Zhan

Secunder: Joshua Davis

Motion 6.3: To reimburse Joshua Davis \$30.65 for the purchase of powdered tea and coffee, and milk, from Coles for use in contributor meetings. A receipt/tax invoice and itemised list are attached below. The reimbursement is to be paid out of Period 3 of the Programs > Collectives budget line.

Purchase list:

Coles Better Bag x1 = \$0.15

Coles Dairy Full Cream Milk 3Litre x 1 = \$4.50

Lavazza Prontissimo Coffee 95 gram x 1 = \$5.50

Jarrah Bulk Drinking Chocolate 285 gram x 1 = \$6.50

Arkadia Vanilla Chai Tea 240 gram x 1 = \$7.00

Arkadia Spiced Chai Tea 240 gram x 1 = \$7.00

Total: \$30.65

Mover: Josh Davis

Secunder: Xiaole Zhan

Motion 6.4: To reimburse Joshua Davis \$33.55 for the purchase of a lockbox for the key to the Fodder Studio from Bunnings. A receipt/tax invoice and itemised list are attached below. The reimbursement is to be paid out of Period 3 of the Radio budget line.

Purchase list:

0071649244391 KEY SAFE MASTERLOCK PORTABLE COMPACT 5406D x 1 = \$33.55

Total: \$33.55

Mover: Josh Davis

Secunder: Xiaole Zhan

Motion 6.5:

Preamble: This expense arose out of a miscommunication between myself and one of the Video Team Managers and similar expenses will not be incurred again. I had informed the manager that the Media Department is in theory able to fund participant lunches and similar events for participants in our projects, whether as contributors or as actors in a video production etc.

This was incorrectly taken by the manager as approval to organise and hold one of these events under the expectation that they would be reimbursed. It was not until after the expense had been incurred that I was made aware of it, which was when the manager asked for reimbursement. I elected to reimburse them the cost of the lunch out of my own pocket at that time as whilst the expenditure was unapproved, it was incurred to

acknowledge a full day's work of filming for eight participants and resulted in a high-quality production that is currently being edited.

A number of other similar, smaller expenditures were made without OB approval by *Farrago* contributors around this time owing to similar miscommunications. I have reimbursed these at my own expense. However, as this one was quite large and we do have a budget line intended for expenditures like it, I would like to be reimbursed for the participant lunch specifically, if it is compliant with the Financial Regulations.

Motion: To reimburse Joshua Davis \$193.40 for the transfer of funds to the Video Team Managers for the purchase of a thank-you lunch for participants in a *Farrago* Video production on May 5th from the Clyde Hotel. A receipt/tax invoice and itemised list are attached below. \$155.4 of the reimbursement is to be paid out of Period 3 of *Programs > Collectives* and \$38 is to be paid out of Period 4 of *Programs > Collectives*.

Purchase list:

Sirloin Steak (Serve) x 3 = \$95.70
Carlton Draught (Pint) x 1 = \$12.90
Thai Beef Salad (Serve) x 2 = \$48.00
Bowl of Chips (Serve) x 1 = \$11.50
Fish & Chips (Serve) x 1 = \$14.90
Soda POT x 1 = \$2.00
Lemon, Lime and Bitters (Glass) x 2 = \$8.40

Total: \$193.40

Mover: Josh Davis

Secunder: Xiaole Zhan

Motion 6.6:

Preamble

The Creative Arts Department has been issued outstanding payments from halfway through last year again that we couldn't account for in our budgeting as we weren't aware of them until late now. After having students walk into our office understandably upset they have not been treated fairly with promised money. It will benefit UMSU and student relations to rectify this as soon as possible. Due to the tight budget constraints the Creative Arts budget cannot facilitate the payment of these outstanding dues and ask that the Whole of Union help us take care of this minor payment on recommendation of Phoebe. It is not anticipated to raise revenue but to support student relations. With the two outstanding payments being for:

- Leslie Ho Tastings grant payment; \$500

Motion: That Students' Council pass \$500 for reimbursing Leslie Ho for unpaid grant money from Tastings 2022. That the recipients warrant they will only use the grant of funds in the manner specified in this motion

Mover: Savier

Secunder: Abbey

7. **Other Business (Motions Without Notice)**
8. **Next Meeting**
9. **Close: 1:44 pm**