

**University of Melbourne Student Union**

**Meeting of the Operations Sub-committee**

**Minutes**

**2:30pm, the 13th of August 2019**

**Meeting 14(19)**

**Location: OB Space, Level 1 Union House**

**Meeting opened at 2:31PM.**

1. **Procedural Matters**
	1. Election of Chair

**Motion 1:** To elect Reece Moir as Chair.

**Moved:** Reece Moir **Seconded:** Tim Lilley

**Carried without Dissent**

* 1. Acknowledgement of Indigenous Owners

*So acknowledged*

* 1. Attendance

*Tim Lilley, Georgia Walton Briggs, Catriona Smith, Hannah Buchan, Ellie Hamill, Reece Moir*

* 1. Apologies

*No apologies received*

* 1. Proxies

*No proxies received*

* 1. Membership

*Emma Parkinson and Amelia Reeves have resigned as members of Operations Sub-committee*

* 1. Adoption of Agenda

**Motion 2:** To adopt the agenda.

**Moved:** Reece Moir **(**Chair**)**

**Carried without Dissent**

1. **Confirmation of Previous Minutes**

2.1 Minutes, Meeting 13(19)

**Motion 3:** To confirm the minutes as a true and accurate record.

**Moved:** Reece Moir (Chair)

**Carried without Dissent**

1. **Matters Arising from the Minutes**
2. **Conflicts of Interest Declaration**
3. **Operational Business**

5.1 Office Bearer Leave: 2nd to 6th of September

 - Molly Willmott - Christopher Melenhorst

 - Liam O’Brien - Lucy Birch

 - Charli Fouhy - Natasha Guglielmino

 - Jordan Tochner - Reece Moir

 - Hannah Buchan - Aria Sunga

 - Andie Moore - Mark Yin

 - Elizabeth Tembo - Hilary Ekins

 - Charlie Joyce

**Motion 4:** To approve the leave of the above office bearers.

**Moved:** Catriona Smith **Seconded:** Tim Lilley

**Carried without Dissent**

1. **Motions on Notice**

6.1 Media Department Recommendations

**Motion 5**: To move the above amounts for the purposes described.

**Moved:** Catriona Smith **Seconded:** Tim Lilley

**Carried without Dissent**

6.2 Women in Higher Education Week

**Motion 6**: To pass up to $400 from the Women’s Department’s budget line “Special Projects, campaigns and events”, to fund food for the events running during Women in Higher education Week.

**Moved**: Hannah Buchan **Seconded:** Georgia Walton Briggs

**Carried without Dissent**

6.3 Winterfest First Aid

**Motion 7:** To move $600 from Activities special projects for First Aid for the Winterfest gig

**Moved**: Ellie Hamill **Seconded**: Catriona Smith

**Carried without Dissent**

6.4 Oktoberfest

**Motion 8:** To move $350 from Activities special projects for tickets and wristbands for Oktoberfest

**Moved**: Ellie Hamill **Seconded**: Catriona Smith

**Carried without Dissent**

1. **Motions without Notice**

7.1 Women’s Department NDA

**Motion:** That up to $600 be passed from the Women’s budget line Campaigns, Special Projects, and Events to pay for things such as speakers and flags for the Women’s August 21 NDA.

**Moved:** Hannah Buchan **Seconded:** Catriona Smith

**Carried without Dissent**

7.2 Creative Arts Department

**Motion**: To approve the spending of up to $1000 to pay for visual art supplies and artwork lamps for the visual arts gallery from the Creative Arts Special Projects budget line [3839].

**Moved:** Ellie Hamill **Seconded:** Catriona Smith

**Carried without Dissent**

7.3 Mudfest Archway

**Motion**: To approve the spending of up to $1000 to pay for an archway for Mudfest Hub decoration from the Mudfest Production Costs budget line [3832].

**Moved:** Ellie Hamill **Seconded:** Tim Lilley

**Carried without Dissent**

1. **Other Business**
2. **Next Meeting**
3. **Close**

**Meeting closed at 2:44PM.**

**6.1 Media Department Recommendations**

|  |  |  |
| --- | --- | --- |
| **Description** | **Budget Line** | **Amount** |
| Edition 5 Launch party | Special Projects and Events | $500.00 |
| Wordplay | Special Projects and Events | $100.00 |
| Audio Technica AT-XP3/H DJ Cartridge Mounted on Headshell | Radio Fodder | $160.00 |
| Epson Portable Projector EB-W140  | Farrago Video | $650.00 |
| 2 x RODE VideoMicro | Farrago Video | $155.00 |
| 4 x SanDisk 32GB Extreme Pro SDHC Memory Card | Farrago Video | $120.00 |

**Motion**: To move the above amounts for the purposes described.

**Moved:** Stephanie Zhang

**Seconded:**

**6.2 Women in Higher Education Week**

**Motion**: To pass up to $400 from the Women’s Department’s budget line “Special Projects, campaigns and events”, to fund food for the events running during Women in Higher education Week.

**Moved**: Aria Sunga **Seconded:**

**6.3 Winterfest First Aid**

**Motion:** To move $600 from Activities special projects for First Aid for the Winterfest gig

**Moved**: Liam O’Brien **Seconded**:

**6.4 Oktoberfest**

**Motion:** To move $350 from Activities special projects for tickets and wristbands for Oktoberfest

**Moved**: Liam O’Brien **Seconded**: