Meeting petitioned by Aisling Acton, Elizabeth Biggs, Sasha Chong, Teresa Gornall and Caley McPherson to confirm the minutes of meeting 18 and to discuss and vote upon the following agenda.

Meeting opened at 4:02 pm

1. **Procedural Matters**
   1.1 Election of Chair
   1.2 Acknowledgement of Indigenous Owners
   1.3 Attendance
   1.4 Apologies
   1.5 Proxies
   1.6 Membership
   1.7 Adoption of Agenda

2. **Confirmation of the Previous Minutes**

3. **Matters Arising from the Minutes**

4. **Correspondence**

5. **Office bearers’ reports**

6. **Motions on Notice**

7. **Motions not on Notice**

8. **Other Business**

9. **Next Meeting**

10. **Close**

1. **Procedural Matters**

   1.1 Election of Chair
   
   **Motion 1:** That Adriana Mells be elected chair
   Mover: Aisling   Seconder: Caley
   CWD

   1.2 Acknowledgement of Indigenous Owners

   1.3 Attendance: Elizabeth, Aisling, Sasha, Caley and Teresa
   OB: Adriana

   1.4 Apologies:

   1.5 Proxies

   1.6 Membership:

   1.7 Adoption of Agenda
   
   **Motion 2:** That the Agenda as presented be adopted
   Mover: Aisling   Seconder: Sasha
   CWD
2. Confirmation of Previous Minutes

**Motion 3:** To confirm the minutes from the 19/10/2016 as a true and accurate record  
Mover: Caley  
Seconder: Elizabeth  
CWD

3. Matters Arising from the Minutes

4. Correspondence

5. Office Bearers’ Report

It’s been rather quiet for the department recently. The “Responding to Sexual Assault” booklets are at the printers and we should be getting them next week.

Last week the department had food in the Women’s room each day, all the food went and I got positive feedback from students. It brought more people into the women’s room during swot vac and I would recommend doing it again.

I’m in the process of writing my handover document and I’m giving handover to the incoming Women’s officers on Monday. I’ve also started to gather and sort things for archiving.

As this is the last Women’s committee for my term I would like to thank you all for being the most fantastic committee ever and I wish you all the very best for the future.

**Motion 5:** To approve and accept the Office Bearers Reports (and recommendations)  
Mover: Sasha  
Seconder: Aisling  
CWD

6. Motions on Notice

7. Motions not on notice

**Motion 7.1:** To pass $100 for a kettle for the women’s room from the special projects and events budget line  
Mover: Elizabeth  
Seconder: Caley  
CWD

**Motion 7.2:** To pass $50 for two first aid kits for the women’s room from the special projects and events budget line  
Mover: Sasha  
Seconder: Aisling  
CWD

**Motion 7.3:** To pass $30 for sewing kits for the women’s room from the special projects and events budget line  
Mover: Elizabeth  
Seconder: Caley  
CWD
Motion 7.4: To pass $1300 for sanitary items (condoms, pads, gloves and tampons) for the women’s room from the special projects and events budget line  
Mover: Sasha  Seconder: Aisling  
CWD

Motion 7.5: To pass $1100 to purchase moon cups for the Women’s department from the special projects and events budget line, on the provision of talking to the Queer and Environments Office bearer’s first  
Mover: Aisling  Seconder: Sasha  
CWD

Motion 7.6: To pass $40 for packets band aids for the women’s room from the special projects and events budget line  
Mover: Elizabeth  Seconder: Caley  
CWD

Motion 7.7: To pass $30 for cans of deodorant for the women’s room from the special projects and events budget line  
Mover: Caley  Seconder: Sasha  
CWD

Motion 7.8: To pass $175 for assorted hair ties/hair pins for the women’s room from the special projects and events budget line  
Mover: Sasha  Seconder: Elizabeth  
CWD

Motion 7.9: To move the money in the stationary, telephone, women’s room maintenance and grants budget line into the special projects and events budget line  
Mover: Aisling  Seconder: Caley

8. Other Business
9. Next Meeting
10. Close – meeting closed 4:42pm