

**University of Melbourne Student Union  
Meeting of the Burnley Student Association**

**CONFIRMED MINUTES**

**5PM, 21.4.17**

**Meeting 4**

**Location: First Floor, Student Amenities Building, Burnley campus**

**1. Procedural Matters**

1.1 Election of chair

**Motion 1:** Jess is elected chair

Mover: Jess

CARRIED WITHOUT DISSENT

1.2 Acknowledgement of Indigenous owners

So acknowledged

1.3 Attendance

Dan

Sarah

Seam

Jess

Meg

1.4 Apologies

1.5 Proxies

1.6 Membership

Tom Simpson has resigned from the BSA due to leaving Burnley. According to UMSU policy, the position has been offered to the person who received the next highest number of votes in the election. If they decline the role it will be offered to the next person, and so on. Should none of the other applicants accept the role a by-election will be held. No news yet regarding if the position has been accepted.

1.7 Adoption of agenda

**Motion 2:** That the agenda as presented be adopted.

Mover: Jess

CARRIED WITHOUT DISSENT

**2. Confirmation of Previous Minutes**

**Motion 3:** To confirm all previous meeting minutes as a true and accurate representation of what occurred.

Mover: Jess

CARRIED WITHOUT DISSENT

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

#### 3.1 Burnley hoodies

Another 60 hoodies have arrived. What is a fair way to distribute them?

Discussion: Consensus on holding an event and then let people pick them up there at the time (see 6.5).

#### 3.2 SAB improvements

Sarah and Jess have created a 'BSA space' upstairs. Can anyone think of a good name for it? It has couches, magazines, study spaces, a plant swap table and a book swap. If anyone wants to decorate the corkboards and/or buy anything for it with the \$500 we passed go for it.

ACTION: Jess to create a sign to encourage people to come upstairs to hang out.

ACTION: Jess to create sign: PLEASE RETURN CUTLERY TO THE SAB. (We have already put 3 batches of forks into the kitchen and all have been stolen, so we're not buying more at this stage).

ACTION: Jess to buy a sandwich press and a toaster for the SAB and get reimbursed from UMSU.

ACTION: Jess to get quotes on other publications:

Green

Vogue Living

Organic

Landscape Architecture

#### 3.3 SSAF grant funding

Any progress? Jess needs to get maintenance costs document. Facebook response results.

Applications closed the 13<sup>th</sup> April 2017.

ACTION: Dan to contact the below to see if they will receive late applications.

<http://provost.unimelb.edu.au/awards-grants-initiatives/ssaf-grants>

Fleur Hickman, Chancellery (Academic and International)

[fhickman@unimelb.edu.au](mailto:fhickman@unimelb.edu.au)

(03) 9035 4734

#### 3.4 Industry networking evening

Any progress on finding speakers?

Discussion: Seam is exploring options. Guest speakers for maybe 20 to 25 minutes each, panel format. Topics we might explore include:

Urban Food

Public Landscape Management

Landscape Design and Construction, entrepreneurship and start-ups

Green roofs/walls/balconies

Therapeutic horticulture (backup)

Water Sensitive Urban Design

Arboriculture and Urban Forestry

Revegetation

Heritage Landscapes

Nursery Industry

Highlighted topics were chosen as those most likely to attract student interest.

ACTION: Seam to follow up.

3.5 FES membership

Kirsten has emailed details to Jess to be sent to students.

ACTION: Jess to pass on to students.

#### 4. Correspondence

#### 5. Motions on notice

**Motion 4:** To pass up to \$50 from the Campus Equipment, Printing and Photocopying budget line for the purchase of sunscreen for the supply cupboard.

Mover: Jess                      Seconder: Dan

CARRIED WITHOUT DISSENT

ACTION: Jess to speak to Frank about locking it down so nobody can steal it (the last one was stolen).

**Motion 5:** To pass up to \$2000 from the Campus Equipment, Printing and Photocopying budget line for the ongoing purchase of milk and coffee beans for the coffee machine.

Mover: Jess                      Seconder: Dan

CARRIED WITHOUT DISSENT

**Motion 6:** To pass \$500 from the Incursions and Workshops budget line for a workshop at the community garden.

Mover: Jess                      Seconder: Sarah

CARRIED WITHOUT DISSENT

**6. Motions without notice**

6.1 Diggers Club Membership

To pass \$159 from the General Operations budget line to purchase a 5 year membership to Diggers Club.

Mover: Dan                      Seconder: Sarah

CARRIED WITHOUT DISSENT

6.2 Mushroom Picking tour

To pass \$2,500 from the Incursions and Workshops budget line to subsidise tickets and transportation to attend a mushroom picking tour with Cameron Russell via mushroomtours.com at Moorooduc Estate Winery.

Mover: Dan                      Seconder: Seam

CARRIED WITHOUT DISSENT

ACTION: Dan to follow up details.

6.3 Terrarium Workshop

To pass \$500 from the Activities and Events budget line for Sascha to purchase supplies for, and run, another terrarium making workshop in Burnley's nursery, if she wants to!

Mover: Seam

Seconder: Sarah

CARRIED WITHOUT DISSENT

ACTION: Jess to ask Sascha if she would like to run a workshop. If not Jess would be happy to do it.

6.4 End of semester event

To pass \$2000 from Activities and Events budget line for alcohol and food for an end of semester event run in conjunction with FES and MUGS.

Mover: Jess                      Seconder: Sarah

CARRIED WITHOUT DISSENT

Discussion: Movie screening on campus, family friendly event on the weekend?

Maybe a 5pm BBQ and then movie screening of 'Dirt' at 7pm.

6.5 Event

To pass \$1,500 from Activities and Events budget line for alcohol and food for a Friday evening event for students in the SAB. Date TBC.

Mover: Dan                      Seconder: Seam

CARRIED WITHOUT DISSENT

ACTION: Jess will contact Goldie regarding licensing.  
ACTION: Jess to speak to Goldie about alcohol order.  
ACTION: Dan to organise food and prep etc.

## **7. Other business**

### **7.1 Coffee machine supplies**

Jess has set up a regular delivery of coffee beans, milk and soy milk. The delivery arrives on Thursday at approx. 9am, and is placed straight into the fridge. Jess is trying to organise keys for BSA members to access the office, so that we can store some milk/coffee beans in there and bring out into the kitchen as needed.

Discussion: Delivery is too big. Can reduce to one bag of coffee beans and less skim milk.

ACTION: Jess to move delivery day to Tuesday and reduce the amount we receive.

### **7.2 Burnley hoodies for staff**

Jess has had one staff member ask if they can buy a hoodie.

CONSENSUS: We are happy for staff to have access to our designs etc., but ordering and payment is their own responsibility.

ACTION: Jess to talk to Das Automat about how to facilitate this, and tell staff how to order.

### **7.3 ADUH cancellation**

BSA draft submission sent to UMSU members on the APC, and Penelope. Penelope said the teach-out plan will be released either today or tomorrow.

ACTION: Jess to ask Penelope for a copy of the teach-out plan.

We can still edit our submission to APC, in relation to the teach-out plan document, so as to critically address our concerns regarding the plan. Our submission must be finalised by the 26<sup>th</sup> April, for the committee's meeting on the 28<sup>th</sup>.

ACTION: Meg to finish the statement to students about what is currently happening, and pass on to Dan for dissemination. Handover 22<sup>nd</sup> April.

ACTION: Dan to draft Facebook post and email directing concerned individuals towards the appropriate people within the University of Melbourne's administration. This must be completed before Monday for distribution.

NOTE: Ask people to CC [burnleystudentassociation@gmail.com](mailto:burnleystudentassociation@gmail.com).

ACTION: Dan to speak to other stakeholders about industry involvement, and report back to BSA by the 23<sup>rd</sup> April.

ACTION: Dan to BCC meeting minutes.

**8. Next meeting**

TBC

**9. Close**

6:45pm