

University of Melbourne Student Union

Minutes of the Clubs & Societies Committee

Meeting 5/18

CONFIRMED

11 am, Tuesday March 6th 2018

Location: Clubs and Societies Office, Level 1, Union House



Agenda

1. Procedural Matters

- 1.1. Election of Chair
- 1.2. Acknowledgement of Indigenous Owners
- 1.3. Attendance
- 1.4. Apologies (Raph Canty)
- 1.5. Proxies
- 1.6. Membership
- 1.7. Adoption of Agenda

2. Confirmation of previous minutes

- 2.1. February 15, 2018
- 2.2. February 27, 2018

3. Matters Arising from the Minutes

- 3.1. ESSS outstanding invoice
- 3.2. Camp Leaders Survey
- 3.3. VM Website Links/Forms

4. Reports

- 4.1. Officers
- 4.2. SAG

5. Correspondence

- 5.1. Camp Attendance Lists
 - 5.1.1. Science Students Society
 - 5.1.2. Commerce Students Society
- 5.2. MUMS Asset
- 5.3. CSF 7067 (Approved 50% Late Promo)

6. Grants

6.1. Standard

6.2. Grants For Discussion

6.2.1. Promo non-compliance/Venue Management

6.2.1.1. 6893 Anime and Manga Club

6.2.1.2. 6977 Music Students Society

6.2.1.3. 7101 ALP Club

6.2.1.4. 6905 Environmental Engineers Society

7. Regulation & Policy Development

7.1. Training Enrolments

8. Other Business

8.1. SummerFest Wrap Up

8.1.1. Policy breaches (CFHG, CCS, FIG, Astro)

8.1.2. General Expo Conduct

8.2. Alcohol procedures

8.2.1. Interim on-campus

8.2.2. Camps

8.3. Training non-attendance invoicing

8.3.1. Vinu Gunetilleke

8.3.2. Duncan Willis

8.3.3. Iaroslav Ignatenko

8.4. Payments

8.4.1. ITFe (\$5108 from Training)

8.4.2. Clubs Guide (\$7425 from Advertising)

9. Next Meeting (Monday March 19, 2pm)

10. Close

Meeting opened at: 11:04 AM, by Matthew Simkiss

1. Procedural Matters

1.1 Election of Chair

Motion 1: To elect Matthew Simkiss as chair
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Mover: Matthew Simkiss

Second: Samuel Gard

CARRIED WITHOUT DISSENT

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Committee: Dorothy Coco Kirkcaldie-Bowell, Nancy Ciara Griffiths, Samuel Gard, Ilan Rosen

Office bearers: Matthew Simkiss

Staff: Fiona Sanders

Absent: Eleanor Seale, Raphael Canty, Daniel Sango

1.4 Apologies

Christopher Melenhorst and Raphael Canty

1.5 Proxies

Christopher Melenhorst to Nancy Ciara Griffiths until he arrives

1.6 Membership

No change

1.7 Adoption of Agenda

Motion 2: To adopt the agenda as presented, with the additions of item 8.5 Sleepover Grants.

Mover: Chair

CARRIED WITHOUT DISSENT

2. Confirmation of previous minutes

2.1. February 15, 2018

2.2. February 27, 2018

Motion 3: To accept en bloc the minutes of meeting 3 (February 15) and 4 (February 27) as a true and accurate account.

Mover: Chair

CARRIED WITHOUT DISSENT

3. Matters Arising from the Minutes

3.1. ESSS outstanding invoice

The invoice is no longer able to be paid due to the wind up of MUSUL.

Motion 4: To rescind the suspension of grants due to extenuating circumstances.

Mover: Nancy Ciara Griffiths

Seconder: Dorothy Coco Kirkcaldie Bowell

CARRIED WITHOUT DISSENT

3.2. Camp Leaders Survey

Requested amendments:

Add "How many leaders active on the roster?"

Change "What was the division of responsibility?" to "Describe the division of responsibility"

Add "What was the hardest issue to deal with? Please describe it"

Motion 5: To approve the survey with the amendments and send it out.

Mover: Chair

CARRIED WITHOUT DISSENT

3.3. VM Website Links/Forms

Alcohol forms are now updated, keep sending through problems.

Christopher Melenhorst arrived at 11:15am

4. Reports

4.1. Officers

Office hours need to be shortened and kept consistent.

Motion 6: To accept the report.

Mover: Ian Rosen

Seconded: Christopher Melenhorst

CARRIED WITHOUT DISSENT

4.2. SAG

Nil

5. Correspondence

5.1. Camp Attendance Lists

5.1.1. Science Students Society

No one could tick off non-attendees

5.1.2. Commerce Students Society

Motion 7: To accept the attendance sheets.

Mover: Chair

For: 4

Against: 0

Abstentions: 1

CARRIED

5.2. MUMS Asset

Motion 8: To accept the exchange, conditional on the submission of all documents relating to the change.

Mover: Chair

CARRIED WITHOUT DISSENT

5.3. CSF 7067 (Approved 50% Late Promo)

Motion 9: Rescind decision to fund CS7067 at 50% and fund in full due to appropriate steps taken to make a timely booking.

Mover: Chair

CARRIED WITHOUT DISSENT

6. Grants

6.1. Standard

Motion 10: To approve all standard grants en bloc.

Mover: Chair

CARRIED WITHOUT DISSENT

6.2. Grants For Discussion

Motion 11: To approve Malaysians of Melbourne University's grant (CSF7118) conditional on appropriate purchase details.

Purchases and Hiring (Events) grant; Society for Electronic Entertainment's grant (CSF7138) as a Function grant; Society for Electronic Entertainment's grant (CSF7139) as a Purchases and Hiring (Events).

Mover: Chair

For: 3

Against: 0

Abstentions: 2

CARRIED

Motion 22: To approve Engineering Students' Club's grant (CSF7208), conditional on receiving sign off from the coordinator before the camp.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 23: To approve Japanese Club's grant (CSF6807) at 50% for Promo non-compliance.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 24: To approve Environmental Engineers Society's grant (CSF7249), conditional on purchase details and venue confirmation at the time of the event.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 25: To approve Catholic Society's grant (CSF7124) for the 26th of February at 50% and recommend that they apply separately for remaining dates.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 26: To approve Pirates grants (CSF7239) and (CSF6904) at 50%, conditional on venue confirmation at the time of the event.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 27: To reject Islamic society (CSF7115), Overseas Christian Fellowship (CSF7170), Chinese History and Garment Society (CSF7205), Chinese Culture Society (CSF7217), Pool Club (CSF7218), Planning Students Society (CSF7227), Film Society (CSF7230), CIS Postgraduate Group (CSF7246), Computing and Information Systems Students Association (CSF7260), Universities Allied for Essential Medicines (CSF7262), Mandarin Language Club (CSF7146) grants.

Mover: Chair

For: 3

Against: 0

Abstentions: 2

CARRIED

Motion 28: To approve Youth Charity Society's grant (CSF7133), at 50%, conditional on Safe Food Handling compliance.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 29: To reject Thai Student Association's grant (CSF7232).

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 30: To approve Australia-China Youth Association's grant (CSF7195), condition on a certificate of currency from the venue.

Environmental Engineers Society's grant (CSF6905) was deferred, requesting the club to identify when the booking was made.

Motion 40: To approve MUR Motorsports (CSF6799), Card Crew (CSF7058), Women in Commerce and Politics (CSF7104), Society for Electronic Entertainment (CSF7128), Juice Society (CSF7144), Bhakti Yoga Club (CSF7151), Amnesty International (CSF7168), Overseas Christian Fellowship (CSF7169), Friends of Unnatural Llamas (CSF7187), Jewish Students Society (CSF7207), Food Interest Group (CSF7216), Iranian Society (CSF7223), Reformed Evangelical Fellowship (CSF7253), at 50% for promo non-compliance.

Mover: Chair

For: 4

Against: 0

Abstentions: 1

CARRIED

Motion 41: To approve Construction Students Association's grant (CSF7245), conditional on alcohol forms being compliant at the time of the event.

Mover: Chair

CARRIED WITHOUT DISSENT

Procedural Motion 1: To suspend the standing orders.

Mover: Chair

For: 3

Against: 1

Abstentions: 1

CARRIED

Ilan Rosen proxied to Dorothy Coco Kirkcaldie Bowell

Ilan Rosen left at 12:09pm

7. Regulation & Policy Development

7.1. Training Enrolments

Edit to the C&S Policy for Training Enrolments – add “Any training to which this policy applies will be designated by the committee & shall be advised at the time of enrolment and confirmation.” Under the Purpose and Scope section

Motion 42: To adopt the policy with the edit.

Mover: Chair

CARRIED WITHOUT DISSENT

Eleanor Seale arrived at 12:20pm

Motion 43: To apply the Training Enrolments policy to Safe Food Handling training, Responsible Service of Alcohol training and Camp Welfare training.

Mover: Chair

CARRIED WITHOUT DISSENT

8. Other Business

8.1. SummerFest Wrap Up

8.1.1. Policy breaches (CFHG, CCS, FIG, Astro)

Chinese Food Hunters Group – roaming on Carnival Day and the first day of the Clubs Expo. Their stall for Day 2 of the Expo was cancelled.

Chinese Cultural Society – roaming, were not out by 3:30pm. Deposit was withheld.

Food Interest Group – were not out by 3:30pm. Deposit was withheld.

Astronomical Society – were not out by 3:30pm. Deposit was withheld.

Next year: bins in the large marquees.

Raphael Canty arrived at 12:26 pm

8.2. Alcohol procedures

8.2.1. Interim on-campus

Clubs were emailed the interim procedure on February 19. The bottled licence should be in place by the end of March and clubs will then be required to purchase from the IDA.

8.2.2. Camps

Camps generally went a lot better (according to Science, first hand)

C&S should provide more resources: bar set up and recommendations. “If you don’t know how to serve it, don’t buy it.”

ACTION 1: Matt to talk to Tom about developing resources.

ACTION 2: Update the Clubs Wiki with the resources.

Fiona to meet FBE reps to discuss Commerce Camp.

8.3. Training non-attendance invoicing

8.3.1. Vinu Gunetilleke

Motion 44: To waive the fee for Vinu Gunetilleke.

Mover: Samuel Gard

Seconder: Nancy Ciara Griffiths

For: 4

Against: 0

Abstentions: 1

CARRIED

8.3.2. Duncan Willis

Motion 45: To waive the fee for Duncan Willis.

Mover: Christopher Melenhorst

Seconder: Dorothy Coco Kirkcaldie Bowell

CARRIED WITHOUT DISSENT

8.3.3. Iaroslav Ignatenko

Motion 46: To waive the fee for Iaroslav Ignatenko.

Mover: Christopher Melenhorst

Seconder: Raphael Canty

CARRIED WITHOUT DISSENT

8.4. Payments

8.4.1. ITFe (\$5108 from Training)

8.4.2. Clubs Guide (\$7425 from Advertising)

Motion 47: To approve \$5108 from the budget line Training, and \$7425 from the budget line advertising.

Mover: Chair

CARRIED WITHOUT DISSENT

8.5 Sleepover Grants

Cheese club applied for an activity during sleepover, the cheese is still in the clubs' office fridge.

Motion 48: To reject Cheese Club's grant CSF6914 and return the cheese.

Mover: Chair

CARRIED WITHOUT DISSENT

8.6 Carnival

Proposed for week 5, decided to have it after the mid semester break in week 6.

8.7 Wiki

Write guides for events under the grant categories:

Purchase (Other) – Raphael Canty

Camps – Matthew Simkiss

Purchases and Hiring (Events) – Dorothy Coco Kirkcaldie Howell

Excursions – Eleanor Seale

Purchases (Assets) – Christopher Melenhorst

C&S Promo – Samuel Gard

Functions – Nancy Ciara Griffiths

To be completed in two committee meetings time.

9. Next Meeting on Monday March 19, 2pm

Meeting closed at 1:12pm