**EXECUTIVE MEETING 6.11.2024**

**Date:**

**Time Opened:**

**Attending:**

**Apologies:**

**Minutes:**

Approved

**Time Closed:**

AGENDA ITEMS

Acknowledgement of country

Administration

Accepting the previous meeting’s minutes

Declaration of conflicts of interest

Executive decisions since the last executive meeting

Declaration of confidential agenda items

Portfolio reports

ANU Committees

WHS/EAP reminder

Matters for discussion

Matters for decision

MINUTES

**Acknowledgement of country**

**Administration**

**Accepting the previous meeting’s minutes**

**Declaration of conflicts of interest**

**Executive decisions since the last executive meeting**

**Declaration of confidential agenda items**

**Portfolio reports**

**Phi**

**Charlotte**

* Edan and I are sorting out the writing of our GenAI report now that my assessment’s done – home stretch!
* Went to SSC last week
* Worked w phi on a submission to renew ANU

**Will**

* Created spending spreadsheet to underspend expenditure for the rest of the year, will be sending out soon
* Handover w/ Phi
* Met with incoming HDR Officer/UGCW
* Went to a building opening as incoming

**Milli**

* Still working on handover doc
* Working on interpretation
* Will look at hours and take some exam leave.
* Minutes

**Skye**

* Been on some sick leave
* Apart from that the main thing I have done is handover with Kiera, went well, I’ll set up a second handover session post-exams to fill any holes
* Working out what loose ends I need to tie up to put all my continuing projects on the best foot forward going into next year

**Seungbin**

* On leave
* Clubs Induction Day
* Clubs disputes
* Had a bunch'o'events
  + DogsCBR
  + Clubs Coffee Catchup
* O Week stakeholders
* Handovering

**Mitha**

* Working on Handover
* Started Scholarship Document
* Went to LTC – Rosie came along

**ANU Committees**

**WHS/EAP reminder**

**Matters for discussion**

**Matters for decision**

Trustee motion

**Action items**

Motion that the following actions be completed with respect to the ANUSA bank accounts:

1. **That all two accounts below are to be transferred to Will Burfoot (President), Sree Vaishnavi Gangarapu (Vice President) and Hayden O’Brien (Treasurer) from the 1st of December 2024 to the 30th of November 2025.**

|  |  |  |
| --- | --- | --- |
| Operating Account |  | Dormant Account |
| Debit Card Account |  |

1. **That the committee members Will Burfoot (President), Sree Vaishnavi Gangarapu (Vice President) and Hayden O’Brien (Treasurer) are to be the account signatories and entitled authorisers (trustees) for the following accounts from the period 1st of December 2024 to the 30th November 2025.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Account Name** | **Account Number** | **Account Type** | **Authorizers required** |
| Operating |  | Society Cheque Account | Two to sign |
| SSAF Surplus |  | Business Online Saver | Two to sign |
| 500k Term Deposit |  | Term Deposit | Two to sign |
| 1.5m Term Deposit |  | Term Deposit | Two to sign |
| Debit Card |  | Society Cheque Account | One to sign |

**Mover: Will Burfoot**

**Seconder: Phoenix O’Neill**

Motion passed no dissent.