

EXECUTIVE MEETING

Date: 23-07-21

Time Opened:

Attendees: Meg, Madhu, Sophie, Jin, Christian

Apologies:

Minutes Taker: Meg

Time Closed:

AGENDA ITEMS

1. Acknowledgement of country
2. Declaration of confidential agenda items
3. Apologies and administration
 - a. Confirming last week's minutes
 - a. Executive and staff leave
4. Portfolio Reports
5. University Committees
6. Bush Week
7. Task Management – how are we managing meeting tasks and shared work? (Meg)
8. WHS/EAP reminder
9. Other Business
10. Elections

MINUTES

Item 1: Acknowledgement of country

Item 2: Declaration of confidential agenda items

Item 3: Apologies and admin

Motion to approve last week's minutes (located in the folder)

Mover:

Secunder:

Outcome:

Item 4: Portfolio Reports

Madhu:

- Aug 1
- NSSS Survey
- Bush Week staffing
- Elections
- Admin/Legal

Christian:

- BKSS new staff member hired
- August 1st report
- Volunteer coordinators

Jin:

- Market Day stress
 - Sorting out stalls
 - Clubs and externals
 - Information managing and making sure everyone knows what they need to know
 - Ethical Sponsorships register has been very helpful for this
 - CCE also been helpful for managing provisionally affiliated clubs
- Working on ULH for Bush Week
 - Sorting to do lists and Coles orders, and will reach out to volunteers soon
- Sorting out Art for Bush Week, having some ordering problems but should be ok
- Met with ANU IT about QPay, seems promising!
- Met with ANU Consulting about Create-A-Thon, will be going ahead, very keen to work with them
- Will be launching ANUSA Business Survey today
- Been talking to prospective candidates for Treasurer on their policies and what Treasurer role involves
- Shifting around budget for to cover for staffing, will be submitting OGM motion

Sophie:

- Clubs Ball:
 - OPH vibes ??? Will probably do a proposal to get money from O-Week line item if necessary
 - May be some issue with respect to Indigenous history/ failures of government.

Action Items: Sophie to chat with Katchmirr about their opinions on this as a choice of venue.

- Bush Week:
 - Merch is here!
 - Volunteers = briefed

- Events = allocated
- Pretty detailed document for all of the volunteers and exec about responsibilities
- Budget = pretty tight, a couple of more costs that have run it down to the 22k, shouldn't go much earlier if at all
- Department events are up
- Overtime and Erin's hours: hiring a Bush Week assistant to help out with manual labour
 - Bush Week assistant will be working on Wednesday to assist with Market Day, Night Markets and Theatre Showcase
 - Contract is currently being drawn up and will be advertised
- Need more Market Day volunteers
- Election consultations

Action Items: Sophie and Jin to make some contact with Clubs to advertise online Market Day on the Thursday. Christian to organise the event description to ensure a Facebook event goes up.

Maddie:

- Working in NHC things
 - Really exciting so far
 - Launched the facebook event
 - Friday = Will be happening at the same time as the EdCom ULH to gain more traction
 - Working on a speaking list – will have statements from various stakeholders
 - Waiting to hear back from student media and normal media about the issue – hopefully we can get someone to listen!
 - Also an email campaign has been set up = will encourage people who are not necessarily on campus or don't like protesting to do this
 - Roster for poster runs has also been set up – just need to print the stuff at the office
 - We have also been in touch with faces of ANU to hopefully share the stories of people who use the health service
 - Phi will be chairing the event
- Bush week – prepping dep eds
 - Making a market day roster for the dep eds
 - Waiting for Tim to get back to me about NUS fliers to put on the tables
 - We will also have quick links to the petition for the health service and the centerlink petition on the desk
 - Currently I am down about 2 dep eds
 - Trying to figure out what to do for ULH on the Friday
 - I will probbaly split up the remainder of the dep eds and get one to do ULH and the other to do the protest just to cover all bases

Meg:

- Working on lots of election things
 - Met with FoC to talk about in person campaigning

- Organising new Probity Officers on top of Derrick and Thomas – have had quite a bit of interest which is great
- Sorting out an Election Info Night for August 9 (not yet locked in). Will be looking for one rep from each bloc of the SRC to present at the session and be a point of contact
- Developing a task list for all Exec members
- Booking venues for count and drawing of candidates on the ballot
- Election Reg reform drafts now off for review with Michael
- Planning for Sem 2 meetings
 - Everyone needs to fill out the Google Form to reserve their in person place in the Granee Room
 - Think about which friends you're going to bring along to OGM 2
 - Will be Gen Sec drop in sessions before OGM and SRC
- Scheduling Committee meetings for next sem
 - Last Election Regs working group will be on Friday morning of Bush Week
 - Governance Reform will continue for the remainder of the year
- Catching up with Kevin from Disputes shortly
- Have gotten feedback from CCE re the Governance Reform changes proposed to the standing orders
- Chatting with Isha re compensation and work structure of College Reps
- Meeting with Hayley from Wellbeing Committee to chat about their ToR
- **Huge bump on the Archival Project please!!!! - I actually can't do anything more with it until I have even a preliminary sense of what people have in written form**
- Have been exploring some alternative means of task management for ANUSA to potentially implement next year (or end of this year) if people are keen

Agenda Item 5: University Committees

Agenda Item 6: Task Management

- Meg exploring software that allows ANUSA to manage tasks better by assigning them to people and breaking them into subtasks, linking them to goals and adding files/communications
- Exec chatted about ways in which we could better ensure that tasks are being completed after meetings

Action Items: Meg to ensure that after SRC action items are discussed at Exec meetings they are re-discussed at the following week's meeting to hold people accountable to completion.

Agenda Item 7: WHS and EAP

Agenda Item 8: Other Business

Agenda Item 9: Elections (with only Exec members without conflicts)

- Meg organising Election Information night – relevant Exec members to come
 - o Will be multimodal
 - o Niam speaking on behalf of the Gen Reps, still looking for a College Rep
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