



May-June Meeting

YSA Melbourne Chapter Committee Meeting

When 01-06-2019 at 02:00 AM

Location: Online, Online

Chairperson Jessica Woolley

Minute taker Catriona Nguyen-Robertson

Present Pravind Easwaran , Nicky Martin , Catriona Nguyen-Robertson , James Salamy , Beck Smith (Vice President (Events)), Josh Suhaven , Faith Thornton , Jessica Woolley

Apologies Michael Beards , Jamieson Doyle , Shon Kolomoisky , Rebecca Neville , Najla Ratu Ragaya , Aemilia Sherwell

Minutes

1. Confirmation of previous minutes

JW moves a motion to accept the minutes of the April meeting as a true and accurate representation of the meeting. Passed.

2. Position Reports

2.1. President

President hasn't done many tasks in the last few months.

Has been in contact with Jacqui (SSF) re: NatCon

Communications with TidyHQ

2.2. Other

Nicky: TSCE

Faith: Socials and financial report

(To be discussed further in the meeting under their respective categories.)

3. Financials

A circular resolution was passed to reimburse ANZAAS \$455 for the Dinner with a Scientist event last November.

\$100 deposit for the camp was paid for by Jess Woolley and Michael Beards, submitted alongside the form to confirm reservation. *This was paid for using YSA funds and therefore no reimbursement is necessary.

JW moves a motion to be reimbursed \$9.90 for the monthly Campaign Monitor payment. Motion carried.

JW moves a motion to allow the expenditure for up to \$150 at the June Circus Social. Motion carried.

JS may code to automate signups through Campaign Monitor using Amazon WebService Credits. This may or may not cost money in the future.

JS to do a formal treasury handover and training for GEMs in the next month or so.

3.1. Financial Report

We are currently sitting at \$744.90, however with the amount owed to ANZAAS, the figure is closer to \$289.90. See report attached.

ANZAAS Payment should ideally be made before the EOFY.

Everyone to ask for reimbursements before the 30th of June to keep it on the 2018-2019 financial report.

Merchandise: stickers, hoodies, patches to put on bags - we can afford to expand our merchandise.

 [1st_June_Financial_Report_Notes.docx](#)

4. Socials

This year, Faith has tried to make socials more appealing to members and new people, however a lot of the issues are mostly promoting it to people and getting them to come. Bubble soccer, Circus skills and archery tag will hopefully be our biggest socials.

April — Not many attendees, which was a shame because Scienceworks has a really cool setup however in future it would be a better idea to pair it with something purely because it isn't large enough for a full social.

June — Bec has been an angel in organising this social. However currently, we only have 2 people who have bought tickets- we need to publicise this more and try and bring in more people going. Committee members to buy tickets and promote to friends.

Najla Ratu Ragaya is working on the July social with the deadline for completion/publication as June 25th.

JS will send a reminder email about the Circus June socials.

Upcoming social list:

June - Circus skills

July - Board games (paired with NatCon - an opportunity to showcase Melbourne socials)

August - Bubble soccer

September - Trivia night

October - Archery tag

November - Dinner with a scientist ???

December - Beach day/picnic?

January - Amazing race

February - Rock Climbing

March - Themed picnic

April - Laser tag

Tasks

- ✓ To send email re: Circus Social
Assignee: James Salamy
Due date: 07-06-2019

5. Camp

Faith is currently trying to organise our winter camp, payments and forms have been sent and I'm aiming to post about tickets and emails etc. within the next few days so we have the whole month to promote it.

Tickets are looking to be \$55-60 pp but that is still subject to change. Final prices will be on all promotional materials.

If anyone has free time, Faith would appreciate a hand in writing up this email as she is aiming to have everything posted by next weekend. (Becky, James, Jamieson, and Nicky to assist with Campaign Monitor queries)

Important to note that if people can't stay for the full weekend, they can attend it partially.

Tasks

- ✓ Write emails and Instagram for Winter Camp promotion
Assignee: Beck Smith
Due date: 07-06-2019

6. NatCon

JW has been communicating with other YSA chapters.

It will be held on the 27-28th of July.

Swinburne will provide a room on the 27th of July, however we will need to find another venue. Perhaps RSV, RMIT (Lily), University of Melbourne (Catriona) or Ross House.

JW talking to Jacqui from SSF to attend so that she can meet other committees from around Australia.

There is a tradition of billeting people. CNR to set up a poll to have an idea of how many committee members can billet.

7. Swinburne TSCE

Four people applied for the leadership team:

Gopher - Aemilia Sherwell

Kahuna or Gopher - Faith Thornton and Jess Woolley

Kahuna - Artemis Capa

This TSCE requires one Kahuna and 1-3 Gophers depending on the number of student groups and staffing required. The number of attendees is still yet to be determined, with currently 60 signed up and just under a month to go for registrations.

The committee discussed the four applications. Note that no one with a conflict of interest was present.

The decided upon leadership team is Artemis as the Kahuna, with Aemilia, Faith and Jess as three Gophers to support her.

8. Constitutional Changes

Committee members are encouraged to read the constitution in search for anything that needs to be addressed.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of May-June Meeting on 01-06-2019

Summary of Matters Arising

Tasks

Item	Task	Assigned to	Due date
4.	To send email re: Circus Social	James Salamy	07-06-2019
5.	Write emails and Instagram for Winter Camp promotion	Beck Smith	07-06-2019

Summary of Attachments

Attachments

Item	File Name
3.1.	1st_June_Financial_Report_Notes.docx

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [May-June Meeting](#)