



March exec meeting!

March exec meeting and prep for AGM!

When 14-03-2021 at 09:00 PM

Location: slack, slack

Present Jamieson Doyle , Wren Jablonka , Nicky Martin , Orion Zymaris

Apologies Hanah Gomberg , Rebecca Neville , Josh Suhaven , Jessica Woolley

Unconfirmed Beck Smith (Communications Officer) , Jerry Zhang

Minutes

1. Welcome/confirmation of minutes

Nicky opens the meeting at 10:15am

The minutes of the previous meeting cannot be confirmed due to lack of quorum at today's meeting.

2. Position reports

Nicky:

- Emails

- Has gotten an email about dinner with a scientist, people who run it asking if we want to do it, possibly wanting to do an online one, currently trying to work it out

- Not super concrete, seem to just be putting out feelers

- Nicky trying to nail down what's happening

- Also need to email Jamie from Swinburne about TCSE

- MYSci hoping to go ahead January next year depending on vaccination status of us and general population- possibly might have a requirement for people to be vaccinated staff

Wren:

- Organised poll for this meeting

- Nobel prize survey Thursdays

- Made AGM agenda and did some constitution reading to make sure we do the AGM correctly

- Planning on this week making some handover stuff for new secretary/committee

Jamieson:

- Working on financial report for AGM

Orion:

- SSF meeting (talked about on slack)

- They've been dealing with getting a new sponsor, hoping for a big year of programs, understand they should be continuing to run

3. Treasury

No financial motions can be passed today due to lack of quorum.

Need to pass campaign monitor payments next meeting.

4. AGM- annual and financial report

Nicky:

- Going to start working on annual report tomorrow
- Talk to Becky about it too
- Wren happy to write a statement for 'Secretary's report' as featured in previous year's annual reports

Jamieson has started working on financial report based on last years report.

Wren makes a note of 'certificate of annual statement submission' requirement in the constitution, which means that at AGM, after financial report has been read, two committee members need to sign a certificate saying that the report is accurate. Found template on dropbox so we can do this.

5. AGM- social

Orion happy to organise trivia questions for post-AGM social

Orion: are people coming?

Wren:

- Have about ten RSVPs
- Could do pairs as teams: easier for people to just jump into on the spot
- Lunch break between AGM and trivia? Not in schedule but we'll be close to Melbourne central and Queen Vic so that'll be fine

6. **AGM- returning committee members**

Nicky:

-Returning as VP for science, can't do too much more than what she is currently doing, but may have to take on some of Becky's stuff

Orion:

-Running for president

-Help with some of Nicky's workload

-Will probably need some guidance and assistance from Nicky too, she can show him how to do the work she wants him to do

Nicky:

-There will be a lot of changeover between Nicky, Becky, and Orion, including bank signatories and stuff

-Putting Orion's name on stuff like campaign monitor, stripe, etc.

Jamieson:

-Staying on as treasury

-Good stuff

-Would like to train a GEM if we have one

Wren:

-Bec is staying on as comms, but not taking on extra responsibility on top of what she's doing right now

-Might mean slightly less comms stuff going up on Facebook because Wren has been doing a lot of that

-Not a big deal anyway, need more members before comms stuff is super helpful

-Becky is not staying on

-Have not heard anything from any of the GEMs

-Nicky: know that Josh is probably leaving but might still be happy to help mod discord if we use it

-Can open nominations to floor at AGM, if we don't get any that's okay

-Wren is not re-running for secretary

-If there's no nominations, open to floor at AGM, if there's no-one eligible, Orion can be president and secretary at the same time and take on those responsibilities, and is happy to do so.

-Wren will write instructions for handover, annual return, how to plan meetings, legal responsibilities, etc. and be available for help

7. General business

Dormancy:

- Less people on committee, harder to organise socials and comms and stuff
- We might want to be dormant until programs return
- What we would need to do legally during this time: submit annual return, have committee meetings every quarter rather than every month.
- This will mean a lot less work for the smaller committee

Nicky:

-Yeah, socials haven't been worthwhile recently, might not be worth the massive effort to plan them until there are more members

Wren:

-I think it would be totally fine to put off doing any events until after one of the programs has run (TCSE/MYsci) and we feel we can get more attendees.

Nicky closes the meeting at 10:53

End of minutes.