

YSA Melbourne



May Committee Meeting

May exec meeting! Agenda TBC by Becky and Nicky

When 18-05-2020 at 02:00 AM

Location: The Interwebs, The Interwebs

Minute taker Wren Jablonka

Present Jamieson Doyle , Wren Jablonka , Nicky Martin , Rebecca Neville , Beck Smith (Vice President (Events)), Jessica Woolley , Jerry Zhang , Orion Zymaris

Apologies Josh Suhaven

Minutes

1. **Welcome/confirmation of previous minutes**

Becky declares the meeting open at 3:07pm

Attendance is taken via Tidy

Becky moves a motion to confirm the minutes of the previous meeting

The motion passes unanimously

2. Position Reports

Bec (Communications)

- Facebook posts, instagram and email for competitions, but got no responses
- Used comms approval channel on tidy
- Some good communication through discord

Wren (Secretary)

- Placed annual return through myCAV, needs to upload pdf of annual statement to dropbox
- Needs to be reimbursed but Jess is handling that as Wren has given her their bank account details for this to be done
- Organised this meeting

Jamieson (Treasurer)

- Not much to do until commbank access sorted
- Need to reimburse Jess and Wren for postbox and annual return respectively

Nicky and Becky (Presidents)

- Had a meeting with James about admin stuff
- Will be adding everyone to dropbox, some people may need to make dropbox accounts
- Provide Becky with email address of your dropbox account and she will link you up
- Socials (Becky): had mafia event!
- Science (Nicky): admin, setting up GeM emails, getting Jamieson treasury stuff worked out

Orion (GeM)

- GM-ing for Mafia was great, shoutout to Josh for all the discord help, it ran really well, and lots of people attended (will talk Mafia later)

Jess (IPP)

- Set up president email so both VPs will have access
- Got info about bank stuff

3. Financial motions

Becky moves a motion to reimburse Wren \$59.20 for paying for annual return

Motion passes unanimously, Wren abstains

Becky moves a motion to reimburse Jess \$178.60 for campaign monitor and postbox

Motion passes unanimously, Jess abstains

Jamieson requests Jess send screenshots from bank account for tracker, which Jess will do.

4. Next social - trivia

Becky:

-We said a kahoot, but unsure how it will work and since it is quite individual, may not be as engaging without need for discussion with other members

Jamieson:

-There is a way to do teams on kahoot

Nicky:

-What if we just had one kahoot round as part of a larger trivia game

-People who win at the kahoot would get extra points for their team

-Short bonus round, 5-10 questions

How to run an online trivia in teams?

-Kahoot teams require people to share a device, so that wouldn't work

-Nicky: can you set this up on discord? Chats for different teams

-Orion: we can definitely set that up

-Becky: committee member in each team maybe, maximum of 8 teams

-Could have a voice chat per team, and a general text chat where questions are sent

-For answers, team puts final answer in a text channel and committee member takes note of it and marks it

-Probably have rounds similar to relay quiz

-Teams question- do we assign teams or let people choose with their friends?

-Could have a looking for teams channel where people make groups of 3 or 4

[Jerry joins the meeting at 3:30pm]

Date: Friday afternoon similar to Mafia, June 12th, organising teams at 4 and starting trivia at 4:30

Questions/rounds?

-Use relay quiz questions?

-Bec: 10 questions per round, 5 rounds?

-Jess: keep in mind age pitch for relay quiz questions, will have to consider age range of social attendees

-Bec: also have questions from trivia events in previous years, have a pretty large pool of questions we can use. YANZAAS trivia might be a good age range?

Timing

-Becky: in relay quiz its timed based on when other teams finish, should we have a more absolute time?

-Bec: maybe just time a minute or two between questions?

-Jess: need to give time for admin between channels

-Jamieson: give questions one at a time and then allow some time at end of round for consolidating and gathering answers

Cheating?

-Bec: there's no big prize so does it matter?

-Becky: its just less fun if there's cheating

-Nicky: maybe penalise for very obvious cheating? Like if all ten answers every round are correct, take off 5 points

-Bec: if we make clear like in relay quiz that we'll give points for fun answers as well as correct ones, it'll discourage cheating

MC

-Someone to write out questions and go through answers in general voice chat at the end of each round

-Should help choose questions/be familiar with them before the event

Timing/organising

-Questions should be mostly organised before 29th May

-Becky happy to do promotional material, goal to get initial advertising out by 29th, reminder one week later and just before event

-Bec: wants to write stuff this coming week and schedule it for the next week

-Becky and Bec to write communications, GeMs to be question-choosing task-force to be helped by Nicky

Tasks

Question taskforce
Assignee: Orion Zymaris

Instagram for trivia
Assignee: Beck Smith

✓ Written communications for trivia (FB, email)
Assignee: Rebecca Neville

5. Comps and Mafia

Mafia Social

- Went really well!
- Good job Orion and Josh
- Hoping to do again at some point in a few months, good thing to have in our back pockets now

Comps

- Didn't get submissions :(
- Was a bit of a gamble, not a very big user base for that
- Bec: maybe make example entries if we did it again?
- Becky: potentially postpone until we have physical socials again, may be a better medium for getting the idea across. Aim to incorporate it into first physical social back.
- Not planning on posting other online comps ideas
- Becky to write a quick announcement email saying comps will be postponed due to lack of participation

Physical socials

- Need to wait until restrictions on bigger groups are lifted, current regulations are only 10 people outdoors and social distancing still required
- Probably want to wait until can have around 50 people without social distancing

Tasks

✓ Comms for comps postponed
Assignee: Beck Smith

6. Natcon

Nicky:

- Natcon is a conference between all chapters of YSA (Brisbane, Sydney, Adelaide, Melbourne)
- How things are going, what we're doing, what's working and not
- Unfortunately cannot travel to another city this year to hold conference
- Brisbane is going to ask everyone whether they want to hold conference online or waiting until restrictions on travel will be lifted
- Brisbane happy with any options, we would all prefer to hold conferences online as it would make it a good opportunity for everyone to be involved
- Could be 1 or 2 days, would prefer 1 but if there's more to discuss will be 2 days
- Nicky will email Brisbane back saying Melbourne is for online
- Brisbane proposed July but dates haven't been chosen

Tasks

- Reply to email from brisbane
Assignee: Nicky Martin

7. General business

The Bank

Jess

- Called commbank to get people on and off the bank
- Still have to physically go into bank with signed forms and signed minutes of AGM
- Anyone who is listed on the form as wanting to be signed onto bank account needs to physically go in together
- Additionally, to do transactions and transfers need to have two people together
- Could just sign 2 people on and have them go with Jess to the bank or could hold off until we're allowed to go in together

Nicky:

- Would prefer myself, Becky, and Jamieson and to be signed on if possible
- Will have to find location near these 3 + Jess Woolley and one where they will be allowed to go in altogether

Debit card

Nicky

- Tried to put in the constitution last year to have a debit card that transactions could be conducted with
- Pre-approve money to put onto it and then people can use it for socials/mysci/tcse shopping
- Didn't pass last year due to problems with the writing of the motion allowing for some loopholes

Jess

- Would be a lot of work to set up, have to do an SGM, do research, write it up effectively, and pay to change constitution again
- Part of why it didn't pass last year was security concerns as well, who holds onto card, etc.
- But could be very useful

Bec

- Maybe poll members first on their attitudes on this to see if its worth bringing up
- Can then address specific concerns people have when formulating new rule in constitution
- Would be happy to write communications on this once research has been done

Nicky:

- This is also not urgent, can be done after we finish uni
- Just bringing this onto peoples radar so we can work on it later

Jess:

- Potentially ask James for advice when it comes to the legal-ese required to do rewrites of constitutions
- Can also ask other YSA branches if they have debit cards and can have a look at their constitutions
- Also look at previous SGM minutes on tidy- Jess will put them in slack for people

James

Bec:

- How long is James going to be around for to help us since he's not even on the committee anymore
- Has been quite controlling over the years and this is a concern shared by multiple people

Nicky:

- Removing him from all communications in July
- Should have no access to anything except to be direct-messaged by Nicky or Becky in case of emergency questions

Becky declares the meeting closed at 4:20 pm

Decision

Tasks

- Arrange with Becky, Jamieson, and Jess to go into commbank
Assignee: Nicky Martin

*End of minutes.
Summary of matters arising are tabled on the following page.*

Minutes of May Committee Meeting on 18-05-2020

Summary of Matters Arising

Decisions

Item Decision

7.

Tasks

Item	Task	Assigned to	Due date
4.	Question taskforce	Orion Zymaris	
4.	Instagram for trivia	Beck Smith	
4.	Written communications for trivia (FB, email)	Rebecca Neville	
5.	Comms for comps postponed	Beck Smith	
6.	Reply to email from brisbane	Nicky Martin	
7.	Arrange with Becky, Jamieson, and Jess to go into commbank	Nicky Martin	