



February Committee Meeting

February meeting of the exec; to discuss the upcoming social on Saturday, payments and insurance, and the AGM!

When 22-02-2022 at 05:00 AM

Location: Slack, Slack

Chairperson Rebecca Neville

Minute taker Orion Zymaris

Present Jamieson Doyle , Rebecca Neville , Orion Zymaris (President, Secretary)

Minutes

1. Confirmation of Previous Minutes

Meeting opens 6:07 pm.

Chair moves to confirm minutes

Minutes passed unanimously

2. Position Reports

Orion: We organised a social and that's about it

Jamieson: Been trying to organise time to arrange payments

Bec: Haven't done much. Helped with the social, and that's it

3. Saturday's Social

Orion: As at least two committee members will be there which helps, although Jamieson won't be there until later. Shall tell people to meet at the station. I'll procure food and things.

Orion: Apologies, I misunderstood Nicky; she wasn't available for today's meeting after all, her availability was yesterday.

Tasks

- ✓ Organise food and BBQ supplies for social
Assignee: Orion Zymaris
Due date: 26-02-2022

4. Control of Slack

Orion: Who has admin control over slack?

Bec: It's either Nicky or Becky, as they split control last year.

Tasks

- ✓ Talk to Nicky and Becky about slack, and about melbourne.ysa.org.au
Assignee: Orion Zymaris
Due date: 21-04-2022

5. Girl Guides Event

Orion: We got a message through the website asking if we could do either a science show or hands on demonstration with some girl guides. I think this would be a good idea; we could do something simple, like the extracting DNA from a strawberry or something similar.

Bec: That sounds like a good idea; we should reply and ask for more details, and we can put out a call on Facebook for volunteers. I also know some other potential guides and scout groups who may be interested, if this goes well!

Jamieson: That sounds like it could be a good idea!

Bec: it would be nice to have a chemistry experiment to go along with the biology one.

Orion: Could you ask Shon if we could get access to glow in the dark materials?

Bec: Probably! I also put together a science at home activity in the past, which we could draw from. I'll send it through in Slack.

Tasks

- ✓ Respond to email and ask for details
Assignee: Orion Zymaris
Due date: 23-02-2022

6. Reimbursements

Bec: Orion, do you have the details?

Orion: I can look up what I'm owed, but I'm not sure about you or Nicky. I'm owed 1,345.33.

Bec: I move a motion that Orion be reimbursed 1,345.33 for the payment of our insurance.

Passes with 2 votes for and 1 abstention.

Bec: I'm owed 118.80. I move a motion to reimburse Rebecca Neville for 118.80.

Passes with 2 votes for and 1 abstention.

Tasks

- Payment to Orion
Assignee: Jamieson Doyle
- Payment to Bec
Assignee: Jamieson Doyle
- Payment to Nicky
Assignee: Jamieson Doyle

7. Splitting Adelaide Money

Bec: We need to pass a motion to split the money between the three YSA chapters.

Jamieson: The amount was 4,482.44.

Bec: I move a motion to transfer 1,494.15 to each of YSA Sydney and YSA Brisbane.

Passes unanimously.

Tasks

- Transfer Money to YSA Sydney
Assignee: Jamieson Doyle
- Transfer money to YSA Brisbane
Assignee: Jamieson Doyle

8. Annual Statement

Bec; The end of our financial year is the end of Feb, I think. We should check.

Orion: What do we need by the AGM?

Bec: The Annual Report, and the Financial Report

Orion: Jamieson will do the financial report based on last years, and I'll do the annual report.

Tasks

- Financial report
Assignee: Jamieson Doyle
Due date: 27-03-2022
- Annual Report
Assignee: Orion Zymaris
Due date: 27-03-2022

9. AGM; Who'll be the Committee?

Bec: We need to give a months notice. Which day do we prefer? Let's look at the 26th or 27th

Jamieson: 27th is better for me.

Bec: I won't be available either so I'll use a proxy. That gives us just over a month's notice which is enough; I'll send an email. Onto the next part; who's gonna be on committee next year?

Orion: I will be returning, probably running as both president and sec.

Bec: I won't be returning, I'll be very busy.

Jamieson: I will be returning too.

Orion: Where should we hold it?

Bec: Possibly Flagstaff Gardens

Orion: Or maybe Melbourne Central. Maybe we don't wanna do Flagstaff twice in a row.

Bec: We should run a social after. Maybe Bowling if we're at Melbourne Central, as it's just upstairs?

Orion: That sounds good. It's probably worth offering a steep discount, as we need the attendance.

Bec: I'll look at the details and pricing soon.

Tasks

- Look at Bowling pricing
Assignee: Rebecca Neville
Due date: 25-02-2022

10. General Business

Jamieson: I messaged Nicky to organise a meeting time. Hopefully in the next week.

Bec: I'm still trying to contact wordpress to take the errant documents with personal info down. I've communicated that to Jess.

Meeting closes 6:39 pm.

Tasks

- Fix the old forms with personal info online
Assignee: Rebecca Neville
Due date: 28-03-2022

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of February Committee Meeting on 22-02-2022

Summary of Matters Arising

Tasks

Item	Task	Assigned to	Due date
3.	Organise food and BBQ supplies for social	Orion Zymaris	26-02-2022
4.	Talk to Nicky and Becky about slack, and about melbourne.ysa.org.au	Orion Zymaris	21-04-2022
5.	Respond to email and ask for details	Orion Zymaris	23-02-2022
6.	Payment to Orion	Jamieson Doyle	
6.	Payment to Bec	Jamieson Doyle	
6.	Payment to Nicky	Jamieson Doyle	
7.	Transfer Money to YSA Sydney	Jamieson Doyle	
7.	Transfer money to YSA Brisbane	Jamieson Doyle	
8.	Financial report	Jamieson Doyle	27-03-2022
8.	Annual Report	Orion Zymaris	27-03-2022
9.	Look at Bowling pricing	Rebecca Neville	25-02-2022
10.	Fix the old forms with personal info online	Rebecca Neville	28-03-2022