

YSA Melbourne



April meeting

When 27-04-2019 at 10:00 PM

Location: The Peter Doherty Institute for Infection and Immunity, 792 Elizabeth St, Melbourne VIC 3000, Australia

Chairperson Jessica Woolley

Minute taker Catriona Nguyen-Robertson

Present Pravind Easwaran , Nicky Martin , Catriona Nguyen-Robertson , Najla Ratu Ragaya , Aemilia Sherwell , Beck Smith (Vice President (Events)), Josh Suhaven , Jessica Woolley

Apologies Michael Beards , Jamieson Doyle , Shon Kolomoisky , Rebecca Neville , James Salamy , Faith Thornton

Minutes

1. **Confirmation of previous minutes**

Cannot confirm AGM minutes as of yet as they have not been released.

2. Position reports

JW: re-organised systems (Dropbox, Slack, TidyHQ). Needs to organise bank account handover.

JS: Email from guide camp confirming whether or not we want booking

CNR: Received emails promoting various programs. Awaiting meeting with MB for formal secretary handover.

BS: Added new emails to mailing list and came up with new ideas for Instagram, and will liaise with AS.

AS: Re-organisation of email account. Awaiting for Instagram account details from PE.

It has been unusually quiet this month (potentially due to holidays), and therefore most people had little to report.

3. Financial motions

Aemilia Sherwell moves to make a motion to reimburse Jessica Woolley \$19.80 for the monthly Campaign Monitor's subscription.

Seconded by Josh Suhaven.

Passed unanimously.

Jessica Woolley moves a motion to reimburse James Salamy \$202.00 for the March bowling social.

Passed unanimously.

Top 6 are bank signatories for confirming payments. Jessica Woolley will have to organise signatures and paperwork.

3.1. Campaign monitor - april/march

Jessica Woolley went through to deactivate accounts subscribed so that we don't have to pay extra costs.

There are still 483 members subscribed: a GeM may need to be assigned to remove further accounts based on who has had no activity for at least a year.

4. Camp

Josh Suhaven received an email from Rowallan Minda Killara Scout Hall asking whether we would still like to go ahead with hosting the Winter Camp to be held on 5-7th July.

High interest from YSA members to hold a Winter Camp. (20/21 of members who responded were interested (95%)).

Jessica Woolley moves a motion to run the YSA Winter Camp in 2019 due to high interest from YSA members. Passed unanimously.

Josh Suhaven will complete paperwork.

We will need to decide on transportation (driving, train), location.

Will need to confirm costs so that we can draft a budget. (\$40pp excluding food)

A higher ratio of non-perishable foods would be better as much food went to waste last year.

5. Socials

Jessica Woolley provided an update of all socials from now until July:

April: Scienceworks

May: Scavenger Hunt/Amazing Race (or picnic) - this could be divided between May and June

June - July: Winter Camp

Faith Thornton and Jessica Woolley will discuss plans for socials at a later time.

6. Doing bank transfer - top 6 if all here

Only three of the top six (five) were present at the meeting to be able to organise paperwork for bank transfer.

7. Swinburne TCSE

Swinburne TCSE is to be held from 10-12th of July, 2019.

Swinburne/SSF is hoping to increase registration by providing funding for 50 students from low SES backgrounds.

24 children/group was not a good balance last year - groups should ideally be smaller or we need more staff.

ANZAAS will fortunately not be running at the same time.

Need to organise leadership and volunteer staff.

Nicky Martin will help contact Jamie and Jacqui at Swinburne and be our main point of contact.

Becky Smith will draft a leadership EOI email and Jessica Woolley will create a Typeform in the coming weeks to be able to recruit the leadership team and introduce them to Jamie and Jacqui.

8. Natcon

Melbourne, Sydney, Brisbane and Adelaide host a national convention (Natcon) to discuss joint legislation, etc.

Michael Beards to assist Jessica Woolley in the organisation from our end.

Usually held in the winter break, however Sydney YSA Chapter cannot commit to mid-July. It may be best for us to be held 26-28th of July given that we are hosting Winter Camp in the first week of July.

Jessica Woolley will propose this date to other chapter executive members.

Jacqui (SSF) has offered to organise this at Swinburne in terms of room booking.

We will provide the option of billeting people from other states, otherwise accommodation will have to be covered.

9. Other SSF-organised events

We will not participate in Kiosk (Swinburne) this year as we were not required last year but were requested.

We will, however, be involved with Dookie and Wantirna.

10. Discussion of GeM Roles

James Salamy will organise a "treasury group" from GeMs.

If any GeM would like to learn particular tasks or roles, please speak up.

Jessica Woolley encouraged all committee members to browse all Slack channels and join whichever channels are appropriate for them.

11. Communications

Jessica Woolley to determine who has admin access to the Facebook page in order to add other committee members to it. (Note that the current only admit (rather than editor) is "YSA Melbourne".)

We received an email from The National Council of Youth Organizations in Korea regarding their Youth Program to be held in Korea. They are providing grants for international delegates to attend. Najla will read the information and draft an advertisement post, to be sent to Becky Smith for posting on Instagram, and Aemilia Sherwell or Jessica Woolley for posting on Facebook.

We received an email regarding the Inner City CRR Network Meeting by Brett Van Berkel. Aemilia Sherwell to reply to this notifying him that we do not wish to receive these emails from him.

We also received an advertisement email from Melbourne Knowledge Week 20-26th May. Aemilia Sherwell to repost this for members.

If we feel comfortable with various programs brought to our attention, we can advertise on our social media channels.

End of minutes.