



February Executive Meeting

YSA Melbourne's February executive meeting will be happening at 1pm at the Royal Society of Victoria. We'll run through updates for Youth Anzaas and Swinburne TCSE Wantirna, as well as electing gophers for each, and discussing the annual report and AGM. If you'd like to attend the meeting and you're not on the executive committee, you're welcome to! Just send an email to president@melbourne.ysa.org.au so we know to expect you.

When 25-02-2017 at 12:00 AM

Location: Royal Society of Victoria, 8 La Trobe St, Melbourne VIC 3000

Chairperson James Salamy

Minute taker Maxine Lotherington

Present Garth Bradbeer , Vanessa Bradbury , Maxine Lotherington , Timothy Newport , William Orrell , Lauren Robertson , James Salamy , Jessica Woolley

Apologies Michael Beards , Ricardo Cannizzaro , Wren Jablonka

Unconfirmed Ciara O'Sullivan

Minutes

1. Opening

Meeting opens at 1:30pm.

2. Attendance

Attending: James Salamy, Jessica Woolley, Garth Bradbeer, Maxy Lotherington, Lauren Robertson, Vanessa Bradbury

Apologies: William Orrell, Ciara O'Sullivan, Ricardo Cannizzaro, Michael Beards, Pravind Easwaran, Melina Jablonka

Late: Tim Newport (arrived 2:07pm)

3. Minutes of the previous meeting

James moves that the meetings of the previous meeting be accepted as a true and accurate record.

Decision

Motion passes unanimously, with one abstention.

4. Overview of the month

- Successful ice skating social - reasonable attendance and did not lose money!
- Finance tracking moved into TidyHQ, currently only \$15 out
- Melina sorting out membership database
- Email introducing TidyHQ will go out to members in the next week
- All reimbursements for Garth have now been processed
- Wantirna TCSE dates have been confirmed
- Swinburne TCSE (Hawthorn) will be running in December
- In discussions with Jacqui about future 'Summer Science' programs

NatCon:

- currently likely to happen in the middle of the year

Growing Tall Poppies:

- 8th April (Saturday). Potential to move it to Sunday or making it a social? Tim coordinating this event. Follow up event scheduled for June/July?

SSF

- Everything has been going well
- Next meeting in May

4.1. Acknowledgements

James thanks the following committee members for their efforts:

- Melina, Maxy, and Garth are employees of the month

5. Reimbursement motions

No motions required

5.1. Approval of advertising material printing

Decision

Postponed till next meeting

6. Circular resolution entry

The following motion was passed by majority by circular resolution on the 6th of Feb:

- James Salamy moved to write down the value of YSA's assets by a sum of \$1616.56. This is in line with the recently completed stocktake, and the change caused by switching to valuing merchandise by cost price not sale price

7. March social and AGM

- James reminds people to nominate for positions if you want to be on the committee again, and to encourage other members to run for positions they might be interested in.

- James also asked committee members to encourage people to attend even if they don't want to nominate, as we would like lots of members to attend the meeting.

8. Youth Anzaas update

Maxy explains that Malcolm from ANZAAS is still searching for accommodation and confirming dates.

9. Swinburne TCSE Wantirna update

Dates of Swinburne TCSE Wantirna have now been confirmed.

Michael has resigned as Kahuna, due to the date change of the program.

This means we need a new leadership team. Intend to reopen applications in the new committee term.

Need to search for halls if making TCSE residential and cost.

Decision

Recommend the new committee re-open leadership team applications

10. Gopher elections

Maxy notes that staff applications for Youth Anzaas will open once dates are confirmed.

10.1. Youth Anzaas

- Two applications have been received for Youth Anzaas Gopher: Will Orrell and Chris Orrell.

- James reads both applications to the committee.

- Chris Orrell is elected to the position of gopher for Youth Anzaas

- Maxy to notify Youth Anzaas applications of their outcomes

Decision

Chris Orrell is elected to the position of gopher for Youth Anzaas

10.2. Swinburne TCSE Wantirna

- One application received for TCSE gopher, that of Stephanie Terlato. Noted that this application was received 30 minutes after the deadline.
- Discussed the program date changes, as well as the resignation of the Kahuna.
- Due to these factors, James and Tim suggest to not hold an election at this meeting.
- It was unanimously agreed that Kahuna applications will be opening in early April for election by end of April or beginning of May. Gopher applications will be run at the same time.

Decision

Applications to be re-opened for both Gophers and Kahuna in early April

11. Change to email service

- Discussion of proposal to have Campaign Monitor replace Mailchimp.
- Maxy discusses the service features, including smart email formatting and a modern interface and a comparable price to what we currently pay Mailchimp (\$15 a month)

Decision

Maxy to write up proposal

12. Annual report tasks

- James has a vague section allocation available on Slack
- This allocation is discussed, with work assigned as follows:
 - Two-page overview and president report, socials, communications (incl. website), secretary, financial (2016 financial year) (assigned as per portfolio).
 - Activities (Tim - Summer Science, Maxy - NatSciWk, Dinner with a Scientist - Garth, Nebula - Jess and Pravind), TCSEs (Tim), Partners (Tim to coordinate)
 - AGM 11th, James to organise printing on the 10th, deadline for writing 4th March.

13. TidyHQ update

- Integration going well
- Melina to update welcome and waiver emails
- James to continue database checks and finance updates
- Welcome email to be sent to members

Decision

Melina to update welcome and waiver emails

14. Membership fee change

- Paypal and TidyHQ have small fees for every transaction
- Discussion about raising membership fees to \$16 across all channels, to counteract these fees, and encourage more payments to be processed online
- Discussion moves to raising it to \$20, based on the inflation rate over the last 10 years, the increased level of discounts available, and increased costs faced by YSA
- Any changes to fees will need to be confirmed at the AGM
- James will raise a formal proposal on Slack

Decision

James to write a formal proposal, post on slack for discussion, and conduct a circular resolution

15. Closing

Meeting is closed at 3:21 pm.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of February Executive Meeting on 25-02-2017

Summary of Matters Arising

Decisions

Item	Decision
3.	Motion passes unanimously, with one abstention.
5.1	Postponed till next meeting
9.	Recommend the new committee re-open leadership team applications
10.1	Chris Orrell is elected to the position of gopher for Youth Anzaas
10.2	Applications to be re-opened for both Gophers and Kahuna in early April
11.	Maxy to write up proposal
13.	Melina to update welcome and waiver emails
14.	James to write a formal proposal, post on slack for discussion, and conduct a circular resolution