

University of Melbourne Student Union
Meeting of the Clubs & Societies Committee



Confirmed Minutes

10:30 am, Monday March 4, 2024

Meeting 4/24

Location:
Room 201, Building 168 and Zoom (details available on request)

Meeting Opened 10:31 am by Azalea Rohaizam

1. Procedural Matters

1.1. Election of Chair

Motion 1: To appoint myself, Azalea Rohaizam, as chair.

Mover: Azalea Rohaizam

Second: Esther Luk

For: 2 Against: 4

Lost

Motion 2: To elect Alessandra Negline as chair.

Mover: Patrick Irwin

Second: Ezra Liu

CWD

1.2. Acknowledgement of Indigenous Owners

So acknowledged.

1.3. Attendance

Committee: Ezra Liu, Zhuo Zhao, Esther Luk, Clarita Youkanna, Alessandra Negline, Patrick Irwin

Office Bearers: Hanny Angelita Teja, Azalea Rohaizam

Staff: Fiona Sanders

Other: Tarish Kadam (Language Exchange Club)

1.4. Grant speaking rights to Coordinator (Standing Order 21.2)

Motion 3: To grant speaking right to Fiona Sanders under Standing Order 21.2.

Mover: Patrick Irwin

Second: Esther Luk

CWD

1.5. Apologies

Leon Paratz

1.6. Proxies

Nil

1.7. Membership

Nil

1.8. Adoption of Agenda

Add Items 10.5 SFH Training Invitation

Motion 4: To adopt the agenda with the addition suggested by Azalea Rohaizam.

Mover: Patrick Irwin

Seconder: Clarita Youkanna

CWD

2. Confirmation of Previous Minutes

2.1. February 8, 2024

Motion 5: To adopt the minutes from the previous meeting on February 8th, 2024 as a True and Accurate records.

Mover: Ezra Liu

Seconder: Clarita Youkanna

CWD

3. Conflicts of interest

Name	Conflicts of Interest declared
Alessandra Negline	Catholic Society, Very Special Kids Society
Zhuo Zhao	Embrace Education
Patrick Irwin	Liberal Club, Pre-Law Society
Ezra Liu	Accounting Students Association, Financial Management Association of Australia
Leon Paratz	Society for Astronomy, Physics Students Society, Media and Communications Students Society, Jewish Students Society
Clarita Youkanna	Pre-Law Society
Esther Luk	Ring of Choir, Design Students Society, Choral Society
Azalea Rohaizam	Swifties Society
Hanny Teja	Nil

No changes

4. Matters carried over from previous Meeting

4.1. Training Compliance

Defer

Motion 6: To defer 4.1. Training Compliance to next meeting.

Mover: Patrick Irwin

Seconder: Ezra Liu

CWD

5. Matters arising from the Minutes

5.1. Discipline (Students Council Appeals)

Islamic Society & Melbourne Alternative Protein Club, both upheld.

Islamic Society submitted their reporting and appealed on ground of track record.

Alternative Protein did not submit reporting but appealed on ground of track record.

5.2. Science Students Society SRHC follow-up

Camp paperwork was acceptable.

ACTION: Science Students Society camp follow up (Fiona)

5.3. Regulations

- Committee conflict of interest

Discussion of making candidates declare their Committees at Council.

ACTION: Redraft into Council elections (Hanny)

- Grievance changes, including replace casual vacancies within 20 days

Remove from agenda and keep in our work on an updated grievance procedures

5.4. Policies

Nil

5.5. SummerFest

New tablecloths looked good, but now we have to wash them.

Sold more memberships on Friday than Thursday.

Invoicing and keeping deposits that were not collected, as per policy.

Discussion of unauthorised sponsors/promoters at Clubs Expo at potential actions that we could take next time.

Discussion of longer stall hours – Azalea Rohaizam brought up clubs wanting to leave early on Friday.

Discuss a 2nd day Opt-In option – perhaps at the start or the end of the expo

Discussed Air-conditioning in Market Hall as upstairs area, near the gallery, got unbearably hot during the later hours of the expo.

5.6. SHRC training review actions

Defer.

5.7. Income Tax

80 clubs have ABNs. The income Tax Self-Assessment has been reviewed by the UMSU CFO, who thinks they are fine. However, he is not a Tax specialist, and we may need further advice. Areas that may need updating:

- Turn-over threshold
- Spiritual Clubs
- Non-member income

ACTION: Approach ATO for advice

ACTION: Follow up CEO re: Affiliation relationship advice

6. OB Reports

SummerFest happened.

Meeting with SHRC happened.

Mixer is happening.

Motion 7: To accept the OB reports.

Mover: Patrick Irwin

Seconded: Clarita Youkanna

CWD

7. Correspondence

Nil.

8. Grants

8.1. University Square

Motion 8: To consider University Square to be on campus for the purposes of grant applications.

Mover: Patrick Irwin

Seconded: Ezra Liu

CWD

ACTION: Advise clubs regarding Pavilion bookings

8.2. Standard Grants

Motion 9: To approve all standard grants *en bloc*.

Mover: Patrick Irwin

Seconded: Clarita Youkanna

CWD

8.3. Grants for Discussion

OB made some suggestions of how to handle grants for discussion.

Motion 10: That the C&S Committee policy is to accept Reservations in place of confirmations.

Mover: Patrick Irwin

Seconded: Clarita Youkanna

CWD

Grants with no venue booking, venue confirmation not attached and waiting for venue management discussed:

- No venue booking:** CSF 20804, CSF 20803, CSF 20802, CSF 20801, CSF 20800, CSF 20799, CSF 20798, CSF 21075, CSF 21074,
- Venue confirmation not attached:** CSF 21017, CSF 21016, CSF 21015, CSF 21014, CSF 21013, CSF 21012, CSF 21011, CSF 21010, CSF 21009, CSF 21008, CSF 21007, CSF 21006, CSF 21077, CSF 20773, CSF 20938, CSF 21067, CSF 20782,
- Waiting for Venue management:** CSF 20989, CSF 21038, CSF 21037, CSF 21036, CSF 21035, CSF 21033, CSF 21032, CSF 21031, CSF 21030, CSF 21029, CSF 21034

Motion 11: To approve all grants listed with status no venue booking, venue confirmation not attached and waiting for venue management confirmation conditional on provision of evidence of a venue booking.

Mover: Patrick Irwin

Seconded: Clarita Youkanna

For: 5 Abst: 1

Carried

Late grants discussed: CSF 21018, CSF 21004, CSF 20972, CSF 20766, CSF 21023, CSF 20779, CSF 20767, CSF 20986 & CSF 20903

Motion 12: To approve late grants 50%.

Mover: Esther Luk

Seconded: Ezra Liu

CWD

Duplicate grants discussed: CSF 21002 & CSF 20807

Motion 13: To reject all duplicate grants.

Mover: Patrick Irwin

Secunder: Clarita Youkanna

CWD

Insufficient purchase details discussed

Motion 14: To approve CSF 20807 on the condition that sufficient purchase details are provided.

Mover: Patrick Irwin

Secunder: Ezra Liu

CWD

Joint grants discussed: CSF 20830, CSF 20979, CSF 20978, CSF 20976.

Motion 15: To approve all joint grants.

Mover: Clarita Youkanna

Secunder: Patrick Irwin

CWD

Grants with no SFH plan discussed: CSF 20970

Motion 16: To reject the CSF 20970.

Mover: Clarita Youkanna

Secunder: Patrick Irwin

CWD

Grants with no SFH Certificate discussed: CSF 21055, CSF 21069 & CSF 20971

Motion 17: To approve CSF21055 on condition SFH certificate obtained before event.

Mover: Patrick Irwin

Secunder: Ezra Liu

CWD

Also insufficient food plan (pizza)

Motion 18: To accept CSF 21069 & CSF 20971 on condition of provision of SFH certificate acquired before event.

Mover: Patrick Irwin

Secunder: Clarita Youkanna

CWD

ACTION: Remind clubs regarding hand-washing and food handler hygiene.

Esther Luk left at 12:14 pm

Grants regarding No UMSU Logo discussed: CSF 20734, CSF 20751, CSF 21028, CSF 20770

Merchandise:

Motion 19: To approve CSF 20734, CSF 20751, CSF 20770 at 50% of their entitlement.

Mover: Patrick Irwin

Secunder: Clarita Youkanna

For: 4 Abst: 1

Carried

Event (banner with correct logo displayed):

Motion 20: To approve CSF 21028.

Mover: Patrick Irwin

Second: Ezra Liu

CWD

ACTION: Remind clubs to use UMSU logo properly.

Grants regarding non-compliant promo (not on calendar) discussed: CSF 20880, CSF 21046, CSF 20891, CSF 20901, CSF 20877, CSF 20983, CSF 21047, CSF 21050, CSF 20819, CSF 21061, CSF 20916.

Motion 21: To approve grants with non-compliant promo (not on calendar) at 75%.

Mover: Patrick Irwin

Second: Ezra Liu

CWD

Break for 10 Minutes at 12:26pm

Resumed at 12:38pm

Patrick Irwin and Alessandra Negline advised they had to leave at 12:50 pm

Moved on to documenting a schedule of precedents to guide future grant decisions.

Precedents set by C&S Committee:

- Late Grants:** Approve at 50%
- Duplicate Grants:** Reject
- Joint Grants:** Approve
- No SFH Certificate:** Approve conditional on submission of certificate obtained before event.
- No UMSU Logo:** Approve at 50%
- Not on UMSU Calendar:** Approve at 75%
- No SFH Plan:** Reject
- No/Incomplete Risk Assessment:** Reject
- No Certificate of Currency:** Approve conditionally on submission of certificate.
- Off Campus Exemption:** Approve
- No Confirmed Venue Booking:** Approve conditional on reservation being provided

Motion 22: To direct the Office Bearers to make recommendations regarding grants according to the schedule set by committee.

Mover: Patrick Irwin

Second: Ezra Liu

CWD

Remainder of Grants deferred

Procedural Motion 1: To discuss 10.1. Clubs Exec Mixer Budget.

Mover: Chair

CWD

10. Other Business

10.1. Clubs Exec Mixer Budget

Motion 23: To approve \$1,500 for the Clubs Exec Mixer from budget line Events (General) 03-60-605-3840.

Mover: Azalea Rohaizam

Second: Ezra Liu

Carried

Procedural Motion 2: To discuss 10.3. Additional \$20 for tubs.

Mover: Chair

CWD

10.3. Additional \$20 for tubs

Motion 24: To approve an additional \$20 for tubs from budget line Events (Orientation) 03-60-605-3840

Mover: Azalea Rohaizam

Second: Patrick Irwin

CWD

10.4. Meeting Schedule

- Meeting 4: Week 2, Monday March 4th at 10:30am
- Meeting 5: Week 4, Monday March 18th at 10:30am
- Meeting 6: Week 5, Monday March 25th at 10:30am
- Meeting 7: Week 7, Monday April 15th at 10:30am
- Meeting 8: Week 9, Monday April 29th at 10:30am
- Meeting 9: Week 11, Monday May 13th at 10:30am
- Meeting 10: SWOTVAC, Monday May 27th at 10:30am

Motion 25: To accept the meeting schedule as written the Agenda.

Mover: Patrick Irwin

Second: Clarita Youkanna

CWD

11. Next Meeting

Next meeting will be held on the 18th of March at 10:30am.

12. Close

Meeting Closed at 12:51pm