

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



Confirmed Minutes

9 am Friday February 12, 2021

Special Meeting 1/20

Location: Zoom

Petitioned by Rachel Kirby, Aaron Lee, Swetha Jinson, Jordan Di Natale  
Opened at 9:02 am by Kalyana Vania

1. Procedural Matters

1.1. Election of Chair

**Motion 1: To elect myself as chair.**

Mover: Kalyana Vania    Second: Muskaan Hakhu

**CWD**

1.2. Acknowledgement of Indigenous Owners

So Acknowledged

1.3. Attendance

Committee: Jordan Di Natale, Swetha Jinson, Surabhi Mishra, Aaron Lee, Rachel Kirby, Benedict Kusay

Officers: Kalyana Vania, Muskaan Hakhu

Staff: Fiona Sanders

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

**Motion 2: To grant speaking rights to our coordinator, Fiona Sanders**

Mover: Chair

**CWD**

1.5. Apologies

Nil

1.6. Proxies

Emily Kusay to Benedict Kusay

1.7. Adoption of Agenda

To adopt agenda as is (Budget & Grants then General meetings)

Chair

Carried

2. Conflict of interests

Name	Conflicts of Interest declared
Muskaan Hakhu	Bollywood Club

Swetha Jinson	Australian South Asian Healthcare Society
Surabhi Mishra	Fantasy and Science Fiction Appreciation Society
Aaron Lee	Science Students Society
Rachel Kirby	Ring of Choir
Joshua Seddon	Biomedicine Students Society
Kalyana Vania	Nil
Emily Kusay	Liberal Club
Jordan Di Natale	Unimelb Love Letters, Pokémon Observation, Knowledge & Evolution Nation, Consistently Amazing Kitchen Endeavours, French Club

### 3. Budget & Grants

#### Rachel Kirby arrived at 9:04 am

Budget sent around by Kalyana, Note that Budget is Semester 1 only.

Some discussion around allocations and Orientation costs; most will be covered by Comms. Can be moved to Grants later.

Discussion of various expense lines. The guide translation has been quoted by 3 companies, all approved by UMSU as ethical.

Discussion around Grants cap, and free provision of certificate of training. Officers are looking at other training providers. Brief discussion of discounting rather than offering entirely free, and also giving preference to those who missed out on the first round of training.

Discussion of Grants cap. Coordinator explained how the average is calculated, and the impacts of the semester budget implications. Clubs will be eager to spend this year in case/before they are locked down again.

#### Benedict Kusay arrived at 9:30 am

<b>INCOME</b>	
<b>STUDENTS COUNCIL ALLOCATION</b>	\$ 175,250.00
<b>OPERATIONAL EXPENSES</b>	
Grants	\$123,500.00
Orientation Costs	\$15,000.00
Special Projects	\$20,000.00
Consumable and Supplies	\$750.00
Advertising	\$7,000.00
Training	\$9,000.00
<b>TOTAL OPERATING EXPENSES</b>	<b>\$175,250.00</b>

Aaron proxies to Jordan when he leaves.

**Procedural motion 1: To suspend standing Orders to accept Aaron's proxy to Jordan.**

Chair

**Carried**

**Motion 2: To adopt the budget as presented.**

Chair

**Carried**

Budget allocation

Discussion of Grants Caps

**Aaron Lee left at 10:06 am**

Benedict Kusay moved a motion to increase grants cap to \$5000

No seconder, motion fails.

Jordan Di Natale moves that the grants cap for semester 1 will be totalled at \$1700 and that this should be increased by \$600 to \$2300 in semester 2 when details regarding semester 2 budget is released.

Discussion of motion, cannot set semester 2 cap at this time. It is intended that the cap will be increased accordingly in second semester, but cannot guarantee the allocation from Students Council.

**Motion 3: That the grants cap for semester 1 will be totalled at \$1700.**

Jordan Di Natale      Seconder: Rachel Kirby

For: 2 Against: 1

**Carried**

Individual grant caps discussed by Committee. The regulations set the following:

- Functions \$3
- Functions \$500
- Camps \$20 no increase
- Camps \$800
- Excursions \$10
- Excursions \$400
- Promo \$200 / \$600
- Purchases & Hiring (events) \$500

**Procedural motion 2: To suspend standing orders to accept Sura's proxy to Rachel**

Chair

**Carried**

**Sura Mishra left at 10:25 am**

**Functions \$3 per person increased to \$7**

**Functions \$500 per grant cap increased to \$600**

**Camps \$20 per person increased to \$25**

**Camps \$800 per grant cap increased to \$900**

**Purchases & Hiring (events) \$500 per grant cap increased to \$600**

**Motion 4: To increase the grants caps as stated.**

Mover: Rachel Kirby    Seconder: Jordan Di Natale

**Carried**

#### **4. General Meetings**

Online is the only way to enfranchise members/voters, no attendance limitations. Plan an in-person event after online AGM

**Motion 5: With a view to enfranchising all club members, and recognising that online operation is a recognised part of University attendance at this time, the C&S Committee makes the following concessions and provisions that apply to all General Meetings (Inaugural, Special and Annual) for all of Semester 1 2021:**

- **All contested elections shall be administered using the OpaVote platform, and the C&S Committee shall reimburse 100% of costs, for up to two ballots per general meeting, that are valid and compliant with C&S Regulations.**
- **The application for reimbursement shall be by applying for a C&S Promo category grant within one week after the General Meeting. All such applications in Semester 1, 2021 are hereby approved by the C&S Committee. The C&S Coordinator shall report all reimbursements to the C&S Committee.**
- **To waive the requirement that General Meetings must be held on campus (R4.3.1.a.iv & R5.2.2) and stipulate that they must be held online.**
- **To accept the electronic distribution of ballots and the download and retention of the election record by the Returning Officer, using OpaVote, as sufficient to fulfil R5.2.3.c.**
- **To accept an Attendance record that is collected by indicating attendees on the Membership List and then emailing all attendees the required confirmation within 48 hours, as sufficiently authentic to fulfil the obligation to submit a list signed by the attendees (R4.3.1.c.iii & 5.2.4.c), provided no objections are received within five days.**

Mover: Chair

**Carried**

Attendance Email: This email is confirmation that you attended the [ClubName] AGM as a voting member. If you did not attend this meeting or otherwise have a concern regarding the conduct of the meeting please email the UMSU Clubs & Societies department ([clubs@union.unimelb.edu.au](mailto:clubs@union.unimelb.edu.au)) within five days of this notice.

Noted that in unusual circumstances additional ballots may be required, and the club can ask C&S Committee for additional reimbursement.

#### **5. Other Business**

No other business

#### **6. Next Meeting (TBC)**

Do a When to Meet for 2 weeks

#### **7. Close**

**Meeting closed at 11:17 am**