

**University of Melbourne Student Union**

 **Agenda of the Creative Arts Committee**

**Meeting [2]
[11AM, Wednesday, 20/02/2019]**

 **Location: Creative Arts Office, Level One Union House**

1. **Procedural Matters**
	1. **Meeting opened at 11:19am**
	2. Election of Chair

*Motion 1: That Lucy Holz be elected Chair*

*Mover: Lucy Holz Seconder: Ellie Hamill*

*CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT*

* 1. Acknowledgement of Indigenous Owners

*We acknowledge that this meeting takes place on the land of the Wurundjeri and Bunurong people and pay our respects to their elders past and present. Sovereignty was never ceded.*

* 1. Attendance

Conor Clements (arrived 11:30am), Eloise Hamill, Fiona Xia, Lucy Holz, Lucy Seale, Nicola Eenik, Nicholas Kirkby, Reis Low.

* 1. Apologies

Daisy Ni, Nicola Eenik,

* 1. Proxies
	2. Membership
	3. Adoption of Agenda

*Motion 2: That the agenda be adopted as presented*

*Mover:* Lucy Holz *Seconder:* Lucy Seale

*CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT*

1. **Confirmation of Previous Minutes-**

*Motion 3: The chair moves to confirm the previous minutes as a true and accurate representation of our last meeting.*

*Mover: Lucy Holz Seconder:*  Ellie Hamill

*CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT*

1. **Matters Arising from the Minutes –** Nil
2. **Correspondence**
3. **Memorandum of Understanding**

We are required to hold meetings once monthly/fortnightly during semester – confirm future meetings (priority)

You are required to be in regular attendance. If you miss three meetings in a row you are may be

removed from the committee.

Expectations:

Listen to each other with respect and consideration.

Be aware that we will have differences of opinion & perspective.

Contribute positively and productivity.

Speak your mind, share your knowledge & understanding with the group.

1. **Arts Office Report**
	1. **SummerFest Update:**

Confirm committee availability and attendance

Creative Arts Carnival Day Stall (*Committee members assisting:* Reis (10:30 – 1:30pm) & Fi (1:30 – 3:30pm)

* VCA Carnival Day – Tuesday 19th 11-3pm – Lucy & Reis attended
* Parkville Carnival Day – Tuesday 26th 11 – 3pm
	+ Information about Creative Arts
	+ Collage station
	+ Face painting

UMSU Sleepover – Friday, 1st March (*Committee members assisting:* 12:30 – 3:30pm –Fi to help with maze (TBC with work roster), Conor 2:30 – 4:30pm – maze set up, Lucy Seale - 2:30 – 5:30pm – help with maze, Nick 5:30 – 8:30pm to help with maze)

* Craft and Chill Space – Arts Lab, scrunchie making workshop - 10pm – 12am
* Environmental Disaster Haunted House – Graham Cornish A & B – 10pm – 12am

Botanic Drawing Workshop (Burnley) – Friday 1st March February, meet at 12:30pm @ Parkville Campus, workshop from 2-4pm and then public transport back to Parkville

Arty Party – Thursday 7th March, 6pm Ida Bar, Theme Summer Fun!

(*Committee members assisting: If ya keen to have some arty fun)*

* 1. **Regular semester meeting time**

Arrange a regular meeting time for during semester

Will be collated tonight, sent out tomorrow

Meeting fortnightly, with alternating times so everyone can make

* 1. **Other Events:**

Student Theatre Council

* First Meeting – Tuesday 5th of March, 2-3pm, Mary Cooke A

Grant Workshop

* Grant Applications (Theatreboard, Creative Arts, SSAF)
* Annie from Theatreboard, Petra, Susan Hewitt, Lucy and I
* Tuesday 12th of March 11am – 12pm, Training Rooms 1&2

Talking Out of Your Arts (Projects TBC)

**6.3 Special Events:**

Mudfest – Semester 2 – August 21st – 28th 2019

* + Production Team Call out
		- Production Manager, Deputy Production Manager, Marketing and Publicity Manager and Website and Ticketing Coordinator OPENED on Monday 11th of Feb, Close on Monday 11th of March 9AM
		- Access and Sustainability Manager Call outs OPENED Monday 18th of Feb, and CLOSE Monday 18th of March 9AM
		- Creative Producers will OPEN Monday 25th of Feb, and CLOSE Monday 25th of March 9AM
		- Mudfest Mentor Role
	+ Artist Call out - April

**6.4 Other:**

Creative Arts Grants

* Discussion of example Grant application
* Grant deadlines: March 15, May 3, June 21, September 6 and October 11
* Creative Arts officers to contact Haydn Allen to use his Grant Application as an example
1. **Motions on Notice**

Motion 7.1: To approve the spending of $200 from budget line ‘Special Project Weeks’ for the payment of Summerfest supplies and facepainter fee

*Mover: Lucy Holz Seconder: Nicholas Kirkby*

CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT

Motion 7.2: To approve the spending of $450 from budget line ‘Special Projects’ for the purposes of catering and alcohol for Arty Party.

*Mover: Ellie Hamill Seconder: Conor Clements*

CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT

Motion 7.3: To approve the spending of $300 from budget line Special Projects for the purposes of catering Creative Arts Committee Meetings and Student Theatre Council Meetings

*Mover: Lucy Holz Seconder: Reis Low*

CARRIED / NOT CARRIED / CARRIED WITHOUT DISSENT

1. **Motions not on Notice**
2. **Other Business**
* Conor gave us some kikkik stickers for collaging, thanks Conor you’re the best
* Should we have a committee facebook page?
	+ Yes! ACTION: Creative Arts Officers will make
1. **Next Meeting**

10.1 Next meeting to be proposed (TBC) and confirmed by the committee.

10.2 Scheduling regular meetings fortnightly in Semester One.

1. **Close 11:45am**