

**University of Melbourne Student Union**

**Meeting of the Welfare Committee**

**Agenda**

**1 pm 30th March**

**Meeting [5](21) (petitioned)**

**Location: Zoom**

1. **Procedural Matters**
	1. Election of Chair

Allen moves to elect himself as chair
Seconded by Thomas
CWD

* 1. Acknowledgement of Indigenous Owners

So acknowledged

* 1. Attendance

Allen, Hue Man, Thomas, Yashna, Caroline, Harry, Sophie

* 1. Apologies

Zahra

* 1. Proxies

Zahra to Thomas

* 1. Membership
	2. Adoption of Agenda

Allen moves to adopt the agenda

Seconded by Thomas

CWD

1. **Conflict of Interest Declarations**

**NA**

1. **Matters Arising from the Minutes**

**NA**

1. **Correspondence**

**NA**

1. **Office Bearer Report**

Allen and Hue Man speak to their reports.

Allen moves to accept the reports
Seconded by Hue Man
CWD

1. **Other Reports**
2. **Motions on Notice**

**7.1 Welfare Breakfast and Food Bank**

**7.2 Resource Hub ‘Household Items’**

1. **Motions Without Notice**
2. **Other Business**
3. **Next Meeting**
4. **Close**

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| **University of Melbourne Student Union****Welfare Department Report**Allen Xiao**To Students’ Council 5(21)** |

Time flies when you’re having fun (?)- it barely feels like two weeks since the last Council. The past week has slowed the progress of many flagship initiatives, but we are pushing foward and setting up our outreach for the Semester ahead.

**Key Activities**

**Pocket Guides**have arrived! At the time of writing, they are awaiting collection/distribution at our first in-person events. We can’t wait to see them around the campus and Union House.

**The Welfare Office** is getting a much-needed renovation, with supplies courtesy of the University’s Furniture Reuse Service (completely free!) Expect to see many of our major projects this Semester in and around the office space, including the refurbished Resource Hub.

**Welfare Breakfasts** are an ongoing process- we are waiting for updates on logistical matters (especially in light of COVID restrictions) and hope to resolve them as soon as possible. In particular, we have been exploring food options that are nutritious, convenient, and COVID-safe. While frustrating, we are highly aware of the student demand for these services, and will aim to deliver them even if at a reduced capacity.

**Resource Hub** is being stocked as we speak (write?), beginning with resources suitable for the Melbourne winter as well as general food/supplies. Once again, the process is ongoing and we expect the delivery of these goods over the coming weeks; we welcome suggestions on what supplies we should focus on next!

**Progress on assigned actions from last report**

1. Finalise website updates in time for in-person events. **Ongoing.** The uncertainty of Semester 1 means that several major events need to be postponed. The process of negotiating with the Wordpress platform is nothing short of digital wizardry, but will hopefully produce results soon.
2. Continue preparation for Welfare Breakfasts and volunteering initiatives. **Ongoing.**
3. Run Committee meeting with Hue Man. **Convened on the 12th .** We approved a range of projects for the coming weeks, including the aforementioned Resource Hub-relevant items, as well as additional funding for the Welfare Breakfast.
4. Meeting with SSDP and related UMSU personnel for Safer Partying Initiative. **In progress.** The Activities Department has also expressed interest in helping SSDP, particularly as in-person events resume to a greater degree over the semester. We hope to meet sometime in April and initiate one of our first major campaigns of the year.

**Action Points to be completed by next report**

1. Finalise website with updated events, especially as we receive additional confirmation on event feasibility from Comms.
2. Run Committee meeting with Hue Man
3. Refurbish Welfare Office and set up new office space
4. Distribute Pocket Guides!

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| **University of Melbourne Student Union****Welfare Department Report**Hue Man Dang**To Students’ Council 5(21)** |

**Key Activities**

Key Activity – Reorganise the Welfare Office

Key Activity – Meet with Advocacy + Stop 1 Regarding Union Mart

Key Activity – Sort out the Welfare Breakfast

**Progress on assigned actions from last report**

It was only a short time period since the last report, not much has happened so most of the key activities and the action points still remain the same. However excitingly, I have been able to remove all of the old furniture from the Welfare office (some of which had mysterious stain). I’ve ordered in new furniture for the Welfare office which will undeniably in the future be home to almost all of the Welfare activities (and this will be delivered on Friday the 19th of March) by the furniture reuse. I have selected out more cupboards and storage spaces, as well as seating and tables. Over the last week I have been sitting on a single office chair in my office so I look forward to decent furniture in there.

I have three A1 frames to fill in to decorate the Welfare office seeing as Allen loves Peach Blossoms I’ll dedicate one of the frames to that!

Once the furniture comes in, I’ll be busy with wiping them down and cleaning them to make sure that they are fit for storage of the food that we are having. I also need to check for locks and security options to prevent any breaches in the food safety. Once this is one, I’ll have a better mindset to deal with the Welfare breakfast and any related comms and COVID-19 health plans related to it.

At the last committee meeting and Opsub we passed some money for some Welfare purchases including the start of the ‘Union Mart’ shopping, money for the welfare breakfast etc. Once the things start coming in and I’ve sorted out all the background things associated with it, I look forwarding to having proper discussions on the issue and how we can run the event safety. Lots of students have been reaching out about the breakfast so I look forward to starting it up again and help students get healthier meals!

**Action Points to be completed by next report**

1. Clean all the new furniture
2. Stack the food previously bought into the cupboards
3. Purchase the starting items for the ‘Winter Warmer’
4. Finalise the Auslan classes and the students who are going to do it with Disabilities Department
5. Organise the Instagram Takeover
6. Reorganise the Welfare Office and bring in new furniture and storage
7. Meet with Advocacy + Stop 1 Regarding Union Mart
8. Sort out the Welfare Breakfast situation and the COVID-19 health plans for the event
9. Send out another whenisgood for the committee meeting

**7 Motions on Notice**

**7.1 Welfare Breakfast and Resource Hub**

Motion: To adopt to move $1000 from the Welfare 2021 Department Budget line ‘Regular Events’ to purchase any food related items for the Welfare Breakfast and Resource Hub ‘Union Mart’.

Mover: Thomas Coulter

Seconder: Yashna Malhotra
CWD

**7.2 Resource Hub ‘Household Items’**

Preamble: The Welfare Department this year has already kickstarted the purchase of items for the Resource Hub this year with the ‘Winter Warmer’ series. We have gotten some requests through Facebook Messenger from students asking for additional items that we do not currently supply including pots and pans as well as small kitchen appliances.

Motion: To adopt to move $420 from the Welfare 2021 Department Budget line ‘Regular Events’ to purchase household items such as (but not limited to) pots and pans, household cutlery and utensils for students who have requested it

Mover: Hue Man

Seconder: Thomas Coulter
CWD