

**MINUTES OF A MEETING OF THE A.U.S.A. EXECUTIVE HELD ON MONDAY,
17 JANUARY 2011 COMMENCING AT 6.00 PM IN THE EXECUTIVE CHAMBERS**

PRESENT:

President (Chair), AVP, EVP, Treasurer, CSO, EAO, Grafton Rep, NAO, SO, CAO (2), IAO (2), SF Chair (2), WO (2).

APOLOGIES:

MSO (Timoti), Epsom Rep, PISO (2), Tamaki Rep (2).

ABSENT:

MSO (Painting), ISO, MO.

IN ATTENDANCE:

Tom O'Connor (General Manager & Minute Taker), Alana Chang, Craig Robertson (Craccum), Michael Lai.

Meeting Opened: 6.13pm

The Executive observed a one minute silence for Kristy Kearney (co-WRO).

A full presentation was given by the President on meeting protocols and processes.

Visitors Business:

No items.

STANDING ITEMS:

Leave:

CHAIR
E 1/11 THAT leave from this meeting be granted to the Tamaki Rep for illness (Verstappen) and being overseas (Lim).
Carried (U)

CHAIR
E 2/11 THAT leave from this meeting be granted to the MSO (Timoti) due to injury.
Carried (U)

Minutes Of The Previous Meeting:

CHAIR
E 3/11 THAT the Minutes of the Executive meeting held on 14 December 2010 be received and adopted as a true and correct record pending minor amendment.
Carried (U)

Matters Arising From Previous Minutes:

- There was an error in the minutes regarding SO Carver. The minutes should read that SO Carver left the meeting at 5.16pm and returned at 5.26pm.

Correspondence:

CHAIR
E 4/11 THAT the correspondence 1/11 to 2/11 be received AND THAT any correspondence from AUSA within these numbers be endorsed.
Carried (U)

Health and Safety:

- There was a brief explanation from the Chair on this item.

Consideration of the Agenda:

- There were two addition leave requests brought to the meeting to be dealt with as Motions without Notice.

WORK REPORTS:

CHAIR
Tabled THAT the President's report of 17 January 2011 be received and noted.

Procedural motion
 DURBIN/WILLIAMS
E 5/11 THAT the motion be tabled.
Carried (U)

CHAIR
E 6/11 THAT the AVP's report of 17 January 2011 be received and noted.
Carried (U)

CHAIR
E 7/11 THAT the General Manager's report of 17 January 2011 be received and noted.
Carried (U)

Note: Recruiting through November/December for 4 positions. Event Manager – 1 appointment made: Bianca Carmen Angel; Sports Manager – 1 full-time appointment made: Hannah Newman; 2 part-time appointments made: Alice Gallagher, Aroha Fletcher. Senior Advocate position available and will be advertised this week.
 Commercial and Non-Commercial lease agreements signed on last working day of December. These agreements will give a long term security of occupation that did not exist before and secured additional funding previously unavailable.

GENERAL BUSINESS:

Items For Noting:

- **President's Introduction to the 120th AUSA Executive** – President gave an address to the Executive, summarising the collective goals for the year and the desire to improve the organisation etc, for the better.
- **Ground Rules for Exec Meetings** –
 Only one person at a time talking.
 Keep discussion on topic, and focused.
 Listen to each other.
 If you agree to do something, do it.
 Be respectful of others and their right to speak.
 Collectives sit together, vote together.
 Confidential information stays within the room.
 Consensus decisions are better.
 Strict means strict.
- **NZUSA Conference Arrangements** – President covered what arrangements have been made for transportation, food, etc for delegates and attendees.
- **Reimbursement of NZUSA Travel Expenses** – President presented policy and noted by Executive, that the costs of the three flights required will be met 50/50 by AUSA and the delegate. Other travel and accommodation met by AUSA, delegates to meet all other costs personally.
- **Strategic Plan 2011-2015** – President noted progress made so far on drafting the new five year plan. This will be presented on Tuesday 18th January at Executive training.

- **Annual Plan** – President introduced and outlined intentions for the Annual plan. To be worked on collectively at Tuesday 18th January’s training day.
- **Keys and Offices** – President, GM noted office arrangements for 2011. Access will be organised throughout the week.

Items for Discussion:

- **WRO Vacancy** – President introduced this item and explained options available to the Executive.

E 8/11 TOPHAM/DURBIN
 THAT Alana Chang be appointed Interim Womens’ Rights Officer until a by-election is held.
Carried (U)

E 9/11 BOOKMAN/HAINES
 THAT the WRO vacancy in the Executive be filled by Student Forum in accordance with Rule 46(i)(b).
Carried (U)

- **NZUSA January Conference**

CHAIR
 E 10/11 THAT Joe McCrory, Sam Durbin, Arena Williams, Tania Lim, Toria Timoti, Sean Topham, Daniel Haines, Zarqa Shaheen, Ben Doherty, Ciaran Lymer, Sam Bookman and Alana Chang be AUSA delegates to the NZUSA January Conference 2011 in Wellington.
Carried (U)

CHAIR
 E 11/11 THAT Joe McCrory and Arena Williams be the AUSA Chief Delegates for the NZUSA Conference.
Carried (U)

- **Trust Appointments**

CHAIR
 THAT Joe McCrory and Sam Durbin be appointed as trustees to the AUSA Services Trust until 31 December 2011.

Amendment

DURBIN/CARTER
 E 12/11 THAT the motion be amended to read “THAT Joe McCrory and Tania Lim be appointed as trustees to the AUSA Services Trust until 31 December 2011.”
Carried (U)

The motion as amended was put

E 13/11 Carried (U)

CHAIR
 E 14/11 THAT Joe McCrory and Sam Durbin be appointed as trustees to the AUSA Media Trust until 31 December 2011.
Carried (U)

CHAIR
 E 15/11 THAT Joe McCrory and Tania Lim be appointed as trustees to the AUSA Property Trust until 31 December 2011.
Carried (U)

CHAIR
 E 16/11 THAT Joe McCrory is confirmed as a trustee to the UBS Trust, ex-officio.
Carried (U)

E 17/11 CHAIR
THAT Joe McCrory be appointed as trustee to the John Weeks Memorial Trust until 31 December 2011.
Carried (U)

E 18/11 CHAIR
THAT Joe McCrory and Sam Durbin be appointed as trustees to the AUSA Outdoor Summer Shakespeare Trust from 1 May 2011 until 30 May 2012.
Carried (U)

• **Standing Committees –**

Disciplinary Committee – one (1) vacancy.

E 19/11 CHAIR
THAT Zach Castles be appointed to the Executive vacancy on the AUSA Disciplinary Committee.
Carried Abstention: CSO

Welfare Committee – two (2) vacancies

E 20/11 CARTER/GOVINDASAMY
THAT the Welfare Committee Terms of Reference Section 1 be amended by removal of “Two (2) other members of the Executive” AND THAT it be replaced with “Three (3) other members of the Executive”.
Carried (U)

E 21/11 BOOKMAN/SMITH
THAT the Welfare Committee Financial Assistance Policy Section 3 be amended by removal of “maximum of \$100” AND THAT it be replaced with “maximum of \$200”.
Carried (U)

E 22/11 CARTER/DURBIN
THAT Antonia Verstappen and Annie Cao be appointed to 2 of the 3 of the Executive vacancies on the AUSA Welfare Committee.
Carried (U)

• **Returning Officer –**

E 23/11 CHAIR
THAT Tom O’Connor be appointed AUSA Returning Officer for 2011.
Carried (U)

• **2011 Budget –**

E 24/11 T LIM/CARTER
THAT Finance Committee convenes at 5pm on 19 January 2011 to recommend a 2011 Budget to Executive, for adoption at the Executive meeting of 7 February 2011.
Carried (U)

• **Student Allowance Review Panel** - President introduced this body and explained its function.

E 25/11 CHAIR
THAT Joe McCrory be re-nominated by AUSA to the Student Allowance Review Panel as the NZUSA Panel Advisor AND THAT Arena Williams be nominated for the second position.
Carried (U)

• **Learners Advisory Committee of the Tertiary Education Commission** – President introduced this body and explained its function.

E 26/11 CHAIR
THAT Arena Williams be nominated by AUSA for the Learners Advisory
Committee of the Tertiary Education Commission.
Carried

- **Executive T-Shirts** – President to explain process to the Executive and called for an Exec member to assist with making these.

E 27/11 CHAIR
THAT the President, Victor Yim and Kelsey Carter be delegated to organise the
production of Executive T-shirts for 2011.
Carried

Items without Notice:

- No items.

Motions without Notice:

- **Leave Requests** – It was decided that due to the complicated nature of many of these requests they would be deferred to the next meeting.

Reports, Memorandums, Other Documents:

- No items.

Date of Next Meeting: 6pm on Monday, 7 February 2011 in the Executive Chambers

Meeting Closed at: 7.45pm

Signed as a true and correct record

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Joe McCrory, President, CHAIR