

**MINUTES OF A MEETING OF THE A.U.S.A. EXECUTIVE HELD ON MONDAY,
19 JANUARY 2009 COMMENCING AT 6.00 PM IN THE EXEC CHAMBERS**

PRESENT:

President (Chair), AVP, Treasurer, MSO (2), SRC (2), MO, CAO, Tamaki Rep, ISO, WRO, NAO (McMaster), EAO (2), IAO, WO, CSO, SO (Howie)

APOLOGIES:

EVP, SO (Ellison), NAO (Hall)

ABSENT:

PISO, Epsom Rep

IN ATTENDANCE:

Valentine Watkins (Craccum Editor), Alex Nelder, David Do.

Meeting Opened: 6.05 pm

President's Introduction

The President welcomed the new executive to the meeting and explained the ground rules and conduct that is expected at executive meetings.

AVP's Words

The AVP explained the conduct of voting, as per training.

Ground Rules

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
Confidential information stays within the room

MINUTES OF THE PREVIOUS MEETING:

CHAIR
E 01/09 THAT the Minutes of the Executive meeting held on 8 December 2008 be received and adopted as a true and correct record.
Carried

MATTERS ARISING FROM PREVIOUS MINUTES:

- **Microwave Benches** – The President explained that these have been allocated a budget and progress will continue on construction once the GM has returned.

Correspondence:

CHAIR
E 02/09 THAT the correspondence 279/08 to 285/08 be received AND THAT any correspondence from AUSA within these numbers be endorsed.
Carried

Note: Darcy to follow up letter regarding Annalucia Vermont.

Health and Safety:

- Nothing to report.

Regular Reporting to the Executive:

E 03/09 CHAIR
THAT the President's verbal report be received.
Carried Abstention: AVP

Note: Darcy explained that he could not submit a written report, as he had no printer in his office. Most of the Executive had visited since the start of the year, he attended an AU Fraternity Club meeting, and he has tidied up the office, also commenting on the Gaza situation for the media, which was unused.

E 04/09 CHAIR
THAT the AVP's verbal report be received.
Carried

Note: Joe reported that he had organised Exec Training and co-ordinated the staff input, organised committee and Council commitments, had contacted the Executive about January plans, begun to organise NZUSA Conference, and co-ordinated general induction activity.

Tabled CHAIR
THAT the EVP's report be received.

Tabled CHAIR
THAT the Treasurer's report be received.

Tabled CHAIR
THAT the General Manager's report be received.

Items for Discussion:

- **NZUSA January Conference** – The AVP explained how conference would run, and that everyone who had indicated interest would be contacted by email. The accommodation and travel would be arranged in line with E15/08. Drivers were asked to volunteer, and Elliott expressed interest. Joe explained that the NWRO election would be held at Women's Conference.

E 05/09 CHAIR
THAT Darcy Peacock, Joe McCrory, Keri Watts, Amanda Stoltz, Tom Carver, Caroline Fergusson, Matthew Harnett, Elliott Blade, Hana Christenson, and Oscar Ellison be AUSA delegates to NZUSA January Conference in Wellington
Carried

E 06/09 CHAIR
THAT the AUSA President, and the AUSA Administrative Vice-President, be the AUSA chief delegates for the NZUSA Conference.
Carried

E 07/09 CHAIR
That Caroline Fergusson be delegated authority to cast AUSA's vote for the NZUSA NWRO Election.
Carried

- **Trust Appointments** – Joe outlined the role and responsibilities of Trust representatives, and referred the Executive to the Memorandum on Trust Appointments that was written in 2008, and attached to the agenda. The co-Student Forum Chair (Woods) expressed an interest in the John Weeks Trust position. As the EVP was not present it was agreed to defer the appointment to this trust until he had been notified and expressed his wishes.

E 08/09 CHAIR
THAT Joe McCrory and Darcy Peacock be co-opted as AUSA representatives on the AUSA Services Trust and Bacchid Board for 2009.
Carried

E 09/09 CHAIR
THAT Darcy Peacock and Joe McCrory be co-opted as AUSA representatives on the AUSA Media Trust for 2009.
Carried Abstention: President

Note: The President notified the Executive of a potential conflict of interest, as he is an unpaid volunteer host on the 95bFM radio station. The Executive did not believe a pecuniary conflict of interest existed, as he is not a paid employee of the company.

E 10/09 CHAIR
THAT Fiona Feng and Joe McCrory be co-opted as AUSA representatives on the AUSA Property Trust for 2009.
Carried

E 11/09 CHAIR
THAT Darcy Peacock is confirmed as AUSA representative on the AUSA UBS Trust for 2009.
Carried

Tabled CHAIR
THAT the Akif Malik be co-opted as AUSA representative on the AUSA John Weeks Trust for 2009.

Leave for Executive Members Overseas

E 12/09 CHAIR
THAT the Education Vice President be granted leave until the 11th of February 2009.
Carried

- **Key Forms** - Joe explained that the Building Manager will ask for the Executive Office and Key Disclaimer Form to be signed on receipt of office keys and alarms, and that it was important that this information was read and understood. Oliver and Amanda still needed to see Albie about keys.
- **Acting EVP** – The President explained who the candidates were and why the position needed to be administered while the EVP was overseas. The AVP explained how the candidates would give a short address to the Executive in open, to be followed by a deliberation on their professional merit in strict. Alex Nelder and David Do had expressed interest in becoming Acting EVP. Alex emphasised that Akif preferred his selection, that he would act as a placeholder, attend meetings, and implement ideas ‘without an agenda’. He would merely hold the fort for Akif. David explained that an acting role should be given to an experienced person as a good governance decision. He has previously served as Welfare Officer in 2005 and 2006, President in 2008, and crucially had served as Education Vice President in 2007. He stated he was very familiar with the issues and could serve as a placeholder and assist the other Officers. David noted that he did not have any agenda - ‘that ended last year when he left office’. The AVP read aloud a letter from Akif that favoured Alex Nelder.

E 13/09 CHAIR
THAT the Executive move into a committee of the whole AND THAT strangers be excluded.
Carried

6.41pm – Craccum (Watkins) left the meeting.

6.46pm – Strangers re-admitted, Craccum (Watkins) re-entered the meeting.

E 15/09 CHAIR
THAT Alex Nelder be appointed as Acting Education Vice-President until 11th February 2009, AND THAT the honoraria be diverted accordingly during this period.
Carried

- **Annual Plan** – A formal report to blend together the loose ideas from the Exec Training, and allocate progress responsibilities – *Tabled until 23 February.*
- **Memorandum on Office Allocations** - the AVP outlined the allocation, and it was decided that last year's allocations would remain until the new office is completed. Office 3 will house the CAO and the OSO, and the NAOs will be in WAVE with the IAO and co-EAOs.

E 16/09 CHAIR
THAT the office allocations, as per the amended memo, be received and adopted.
Carried *Abstention: Tamaki Rep*

- **Standing Committees** – The AVP outlined the Standing Committee structure, and suggested that it was appropriate to fill several of these based on interest at the first meeting of the year.

E 17/09 CHAIR
THAT the SO (Ellison) be appointed as Executive Rep to the AUSA Discipline Committee.
Carried *Abstention: SO*

E 18/09 CHAIR
THAT the WRO, WO, co-NAO (McMaster) and CAO be appointed to the AUSA Policy and Governance Committee.
Carried *Abstention: WRO, NAO*

E 19/09 CHAIR
THAT the IAO, MO, and WRO be appointed to the AUSA Welfare Committee.
Carried *Abstention: IAO, MO, WRO*

GENERAL BUSINESS:

- **Orientation Magazine** – MO stated that the date was in early February, and that emails would be sent about the columns and the deadline.
- **Reception Photo Board** – AVP to organise. Follow up on Honours Boards from early 2008 also.
- **Craccum Guidelines** – Valentine Watkins addressed the Executive. Val indicated that he wished to speak on the Budget on 9th February. In terms of the magazine, the 2009 Craccum team wanted to integrate the AUSA pages into the rest of the content a lot better, with the aim to make a 100% integrated magazine. To action these goals, Val and Matt are going to liaise with Thomas Carver about a Style Guide for Exec members focussing on how to get read - a criticism from 2008. The aim to have new photos each week is one easy goal. The Summer School deadline is tomorrow evening.

Date of Next Meeting: 6pm on Monday, 9 February 2009 in the Executive Chambers

Meeting Closed at: 7.00pm

Signed as a true and correct record

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Darcy Peacock, President, CHAIR