



## EXECUTIVE MEETING MINUTES

6.07pm – Monday 3 April 2017 in Old Student Job Search Offices –

34 Princes Street, Auckland

<b>Content</b>
<b>Administrative Duties</b>
<b>Present</b> President (Chair), EVP, WVP, Treasurer, MSO, CAO, CSO, EAO, Grafton Rep, ISO, PEO, PISO, QRO (arrived 7.05pm), SEO, WRO.
<b>Apologies</b> QRO, Tamaki Rep, MO
<b>Absent</b> MO
<b>In Attendance</b> Jonathan Gee, Alistair Shaw (NZUSA)
<b>Leave</b>  <i>E 81/17</i> CHAIR THAT the QRO be granted leave from this meeting as she has a Science Computer test on at the same time. <u>Carried U</u>  <i>E 82/17</i> CHAIR THAT the Tamaki Rep be granted leave from this meeting as she has work from 4-10.30pm. <u>Carried U</u>  <i>E 83/17</i> CHAIR THAT the MO be granted leave from this meeting as she is studying. <u>Lost</u> <i>For: MSO</i> <i>Against: Grafton Rep, EVP, ISO, SEO, PEO, WVP, WRO, CAO, Treasurer, CSO, EAO</i> <i>Abstention: PISO</i>
<b>Declarations of Interest</b>
<b>Health and Safety</b>

## Correspondence

*Tabled*

CHAIR

THAT the correspondence 26/17 to 29/17 be received AND THAT any correspondence from AUSA within these numbers be endorsed.

## Visitors Business: NZUSA

6.14pm – Jonathan Gee gave a presentation about NZUSA.

6.30pm – Jonathan Gee left the meeting

6.30pm – Dr Alistair Shaw finished the presentation.

7.00pm – Dr Alistair Shaw left the meeting.

7.00pm – The WRO (Dumo) left the meeting.

7.05pm – The QRO arrived.

## Major Items and Decision Making

### Autumn General Meeting Minutes

*Tabled*

CHAIR

THAT the minutes of the Autumn General Meeting held on 29 March 2017 be received and the recommendations therein adopted.

### Creation of AUSA Environmental Committee

#### AUSA Vehicle

*E 84/17*

CHAIR

THAT Executive authorise the sale of the current AUSA vehicle.

Carried U

*E 85/17*

CHAIR

THAT the AUSA Executive approve the purchase of a more appropriate car, to be purchased for no more than \$7500 with \$500 contingency.

Carried

*For: CSO, Treasurer, MSO, PISO, CAO, WRO, QRO, SEO, Grafton Rep*

*Against: EVP, EAO, WVP, ISO*

## Regular Items

### President's Report

*E 86/17*

CHAIR

THAT the President's Report be received and noted.

Carried U

### Officer Reports

*E 87/17*

BRADLEY/CUSACK

THAT the Treasurer's Report be received and noted.

Carried U

## **Portfolio Reports**

### **Annual Plans**

*E 88/17*

HENG/BRADLEY

THAT the ISO's Annual Plan be received and noted pending minor corrections.

Carried U

*E 89/17*

CASTELINO/WATTERS

THAT the WROs' Annual Plan be received and noted.

Carried U

*E 90/17*

SATJIPANON/BUTTERFIELD

THAT the EAO's Annual Plan be received and noted.

Carried U

*E 91/17*

FRANCIS/JONES

THAT the QRO's Annual Plan be received and noted pending minor corrections.

Carried U

*E 92/17*

CUSACK/HENG

THAT the PEO's Annual Plan be received and noted.

Carried U

*E 93/17*

JONES/FRANCIS

THAT the SEO's Annual Plan be received and noted.

Carried U

*E 94/17*

O'HANLON/LUI

THAT the Grafton Rep's Annual Plan be received and noted.

Carried U

*E 95/17*

CHAIR

THAT the AUSA Officers' Annual Plan be received and noted.

Carried U

*E 96/17*

WU/O'HANLON

THAT the CSO's Annual Plan be received and noted.

Carried U

### **Financial Update**

- Basic update on the financial position

## Minutes of Previous Meeting and Action Points

*E 97/17*

CHAIR

THAT the Minutes of the Executive meeting held on 27 March 2017 be received and adopted as a true and correct record pending corrections.

Carried U

### Action Points Arising from 23 January 2017

- Will to get NZUSA programme - *Done*

### Action Points Arising from 13 March 2017

- QRO needs new key
- Change Ecofest week, and send new calendar to Exec

### Action Points Arising from 20 March 2017:

- Need to input Epsom sheets too.
- Membership count.
- Meeting about salaries before next Exec meeting.
- Send new events calendar to Exec, including AGMs and new dates for Ecofest.
- Craccum to provide a budget ahead of next meeting about \$5,000 resource pool plans (noting preference for \$1,000 expenditure).
- Note budget changes.
- Note that reasons for preliminary budget decision needs to be clearly recorded and passed to next Exec.
- NTM and Will to have conversation about Kaupapa funding.
- Exec 2016 to be informed of Murray.

## Other Items

### Welfare Committee

*E 98/17*

BUTTERFIELD/PALAIRET

THAT the minutes of the Welfare Committee meeting held on 31 March 2017 be received and noted.

Carried U

### Committees

Note: At the next Exec meeting a number of appointments will be made to policies.

*E 99/17*

CHAIR

THAT Sarah Butterfield be appointed temporarily as Chair to the C & E Committee until 10 April 2017.

Carried U

*E 100/17*

THAT Will Matthews be appointed temporarily as Chair of the AUSA's Policy Committee.

Carried U

## Closure

*Additional comments or further updates form Executive*

E 101/17

CHAIR

THAT AUSA Executive wish the Grafton Rep a Happy Birthday for the weekend.

Carried with acclamation

### Action Points Arising From This Meeting:

- Will to check on leave policy for AGM with Darien
- Policy Committee for Environmental Committee, and new Policy Committee procedures
- Reformat Annual plans to make "on brand"
- Get CAO's Annual Plan on next week's agenda
- President to include Fincom minutes in next meeting
- Need MO/Tamaki Annual Plans

**Meeting Closed at:** 8.50pm

**Date of Next Meeting:** 6pm on Monday, 10 April

**Signed as a true and correct record**

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**Will Matthews, President, CHAIR**