Agenda for AUScA General Committee Meeting – Wednesday 4th April 2018
Hub Room 430 @ 6pm

Chair: Declan Price-Brookes
Minutes: Imogen Winsborough
Attendance: Darcey Watson, Georgia Bolingbroke, Martyn Davidson, Phil Grace, Jack McAuliffe, Bianca Main
Apologies: Kelly Macdonald, Robyn Stevenson, Adam Burford, Alex Wheatley

Outline
1. Acceptance of Minutes from previous meeting
2. SciBall
3. Teach for Australia
4. Pubcrawl
5. Networking events
6. Questions without notice

The Down Low

1. **Acceptance of minutes from previous meeting**

   Do we accept the minutes from the previous meeting?

   It was moved by Declan that the minutes from the previous meeting be accepted, Seconded by Darcy. Favoured by all, opposed by none.
   Motion passed.

2. **SciBall**

   Run down of the current details of the SciBall from Robyn;
   Theme: Under the Stars
   Currently estimated at 26 tables of 10.
   Deco on table: Willow range ($25) x 15, Fishbowls w/ fairy lights ($35) x 11
   Star wall/ name cards to be decided upon depending on cost.
   1st Course: Potato & leek soup or Butternut soup
   2nd Course: Prosciutto chicken or Char grilled lamb
   3rd Course: Chocolate brownie or Blueberry friend
   (Those with allergies/ dietary requirements will receive separate menu)
   Still to be determined if 250 tickets will include those attending from the faculty/ guest speakers)
   Possibly have piano music playing while eating
   Dj wanted for rest of night due to complaints from previous years about poor music
   Events plan for the night;
   6:30 pre drinks (beverage package)
   enter at 7
   dinner starts as 7:10-15
   VC talk after main, astronomy guy talks after dessert

Tickets- card (small), list 3 people to sit with (sit with one friend/couple)

Phil broke down the expenses from the previous years SciBall. The largest percentage of the budget went into per person prices for venue and food.

The decorations came to around $100 and advertising was close to $50

This year the venue hire is totalled at $18500, this quote includes the 4h drink package, three course meal and table decorations.

It was noted that the piano music mentioned in the report was intended as a playlist in the background not as a hired pianist.

It was also noted that the speeches should be kept short to keep guests interested.

An amendment could be made to the evening plan to the main being served as the 'astronomy guy' is ding his speech.

Assigned seating may prove to be complicated and time consuming thus may want to be avoided and instead opt for attendees selecting their own seats.

Advertising for SciBall:
- Posters with puns
- Gorilla marketing (writing on whiteboards)
- Lecture bashing (Making an announcement prior to lectures or making a slide to have on display immediately before the lecture starts)
- Facebook event page, invite friends to page (be annoying, sell tickets)
- Emails.

* It should be noted that reports should be written in detail, as this report was not in detail and thus caused a lot of confusion to the rest of the committee that were not at the subcommittee meeting *

It was moved that we do not move that this report be accepted. Moved by Phil, seconded by Martyn. Favoured by all, opposed none. The committee noted the secretaries un-amusement at having to type out the above motion.

3. **Teach for Australia**
Teach Australia have contacted AUScA about a programme which allows science students to earn a secondary Masters of Teaching degree, they'd like us as a committee to promote their programme to our members.

AUScA is frequently contacted by organisations. The club cannot advertise all of the organisations programmes that approach AUScA as there are too many. Previous committees have utilised a Litmus test. This test being if a member of the committee has been involved with an organisation before and can confirm that it is a quality organisation or if advertisement of the programme is of some benefit to the committee then we would advertise it.

Teach for Australia is an organisation that contacts all clubs periodically. It Is a private university, The University of Adelaide offers a programme that is very similar. There is no benefit to AUScA to advertise the programme.

It was proposed we move that a Litmus test be utilised by the communication officers which they can apply to organisations propositions for advertisements. If it does not meet the requirements of the test then it is not advertised. This avoids all organisations wanting advertisements being discussed within meetings.

It was moved by Martyn that a remark made by the secretary be noted, seconded by Bianca. Accepted by 3, opposed by 3. Motion not accepted.

4. **Pubcrawl**

Things that still need to be worked out;
- Alex should share more information with the full committee about the pubcrawl.
- A photographer and photography will need to be organised for the night.
- The order for pubcrawl shirts needs to be sent by the coming Friday, this needs to be coordinated with Declan.
- A risk assessment for the event needs to be uploaded to the slack channel, this does not need to completed all by Alex he can draft this with others.

Moved by Declan that Alex has to complete these tasks. Seconded by Martyn. Favoured by all, opposed by none.

Doodle poll needs to be created for volunteers for handing out shirts in the first week of the holidays.

5. **Networking events**

Networking events to be discussed after meeting. Ideas for events will be brainstormed.

6. **Questions without notice**

Rostering. Noted that rosters should be posted more than a day in advance.
Also noted that documents should be uploaded as PDF's not word documents.
Doodle Polls should be filled out as fast as possible to allow rosters to be uploaded as easily as possible.

Imogen moved that if she has to message a committee member 3 or more times then they must buy her a coffee. Seconded by Darcy. Favoured by all, opposed by none.

Declan moved that should someone have to buy coffee twice in a row then on the third occasion they would have to upgrade the coffee to dinner. Seconded by Martyn. Approved by all opposed by none.

Excel spreadsheet. Declan proposed that the club consider spending money on financial software to save treasurer time and to help improve the monitoring of money. AUScA is in a financial position to spend some money on the software as we

are making more profit. This also avoids treasurers having to be audited and suspected of embezzlement.