

ESSA's Executive Members

Monthly Meeting

Meeting Information:

Date: Wednesday 30th March 2016

Time: 2pm – 3pm

Location: N Block Student Space (N335) at Epsom University of Auckland Campus

Called By: Simon Elliott

Meeting Type: Executive Monthly Meeting.

Time Keeper: Claire Skelton

Note Taker: Claire Skelton

Attending: Simon Elliott, Claire Skelton, Lana Thain, Becky Hawker, Julia Li, and Keshia Pereira.

Apologies: Jahmal Beckmannflay, Georgia Drumm, Mary Namala.

Items:

1. Ratify Budget Decisions and Minutes: Claire

- Ratified Motion for Approval 2 sent on 12th March 2016 raised by Georgia Drumm.
- Ratified Motion for approval 3 sent on 13th March 2016 raised by Keshia Pereira.
- Ratified Motion for fizzy drink purchase sent on 12th March 2016 raised by Lana Thain.
- Ratified Motion for Gilmours purchase sent on 5th March 2016 raised by Lana Thain.

2. SCG and ITESSCC: Lana and Simon

SCG

- The SCG meeting talked about what we want to happen in future meetings. We talked about what our next agenda will be about. We heard from AUSA and PGSA and they recapped on what they did last year. We talked about MTM.

ITESSCC

- ITESSCC is education only. They outlined the process of complaints and went over if an issue was a school problem or paper problem. We elected representatives to go to FSSCC (faculty meeting). We elected 3 primary 2 secondary and 2 ECE representatives.
- Two main concerns were: the café being too expressive and not having enough access the readings.

- We have a seat at the meeting and if Simon can't go Lana or Claire will take Simons place. Simon is cheering the ITESSCC.

Equity meeting

- The main things from Equity meeting was starting a clothing bank and recommending that we get gender friendly toilets.

3. Session plan: Simon

- In our come upcoming SGM we need to assume that we will not be elected back into our current roles. Thus we need to create a folder that outlines: a description of what we do; what projects we have on at the moment; useful contacts in our role; feedback on events we have planned; what we should be doing and timeline of events in the future; useful information such as password and forms and things they need to do/responsibilities.
- Everyone should have one ready by our SGM on the 4th of May.

4. Social: Lana

- Need a meeting with the subcommittee and using them more.
- Send out to ESSA members interested in social a survey of what they want and where. Thinking of doing it at the end of the term or in the holidays via a Facebook poll and splitting up the questions so one post looking at where we will have it, whether in the city or local and then another post of what events they want.
- Pub quiz organising is coming together. Meet with a bowl's club representative and the bowl's club as a TV and microphone. We would pay on the night. It fits 80 people. We are going to have 5 categories with one of them being true or false.
- Prizes: Planning on doing a ticket draw where participants bring their tickets, put their name on it and are in draw to win two stein tickets. Holding off planning other prizes until we sell more tickets. We will have a sign saying sell the tickets are at our office.
- Stein – Venue Shadows is free. We are not sure if this is always the case if it is we will use them for more events. ESSA premium tickets are \$3. There are 500 tickets available on ticket finder. Theme is Rubrics cube. Shadows is doing free BBQ. WE don't know if we are pitching in for food with that BBQ. We are getting all of the ticket sales money. Any ETFPOS costs gets absorbed from us. AUSA is being really nice. Possibly decorating discussion in the future. We need help with people at door and tidy up and will get sub-committee on the night.
- Easter egg hunt- Facebook draw was not a success. People Didn't want to take photos. However, people really got involved with running around to find eggs.
- BBQ – have one person clearly in charge. Prepare before 12:30. Show up with everything all ready to do.
- Transactions are now in an excel sheet that Kesh runs. With internet banking the put their username and we link it to the transaction (members).
- Lana did quick generic pub quiz answer booklet. Gave feedback on it: add ponder, staple it so people can rip it apart. Discussed having a score board.

5. Strategic plan: Simon

- Plan for the next 3 - 5 years. Lana, Simon Claire volunteer to do it.

- See Social for getting feedback from students.

6. Sports: Simon and Julia

- Had a trial for touch and there is another trial on Friday.
- Planning to organise another sports trial on the tenth of April but need to book venue through Raymond.
- Basketball trials are early next week. The tournament runs from end of April to end of May.
- Netball we came 4th and lost by one.
- Ultimate – Dates: 1st of May it begins. Registration by the 30th of April. No team yet.
- Badminton – on the 7th and 8th of May tournament begins. Registration on 2nd of May.
- Julia will send out newsletter sharing sports news and the trial dates through mail-chimp

7. Roster: Claire

- Get people availability on doodle.
 - Click twice on doodle if you can be there but its only if need be.
 - After holidays extend Monday until 3pm and no longer have office hours on Friday.
 - Ok no Friday. Monday, doodle. Weeks in advance.
- General Discussion: Open floor discussion**
- Possibly use doodle to plan roster.
 - Figure out if it is SGM or AGM we will be hosting.
 - AGM/SGM start thinking about and planning. Claire will talk to Simon about it, plan it and will inform others.
 - People want ATM get money out. However, our office is not secure enough to offer the service.
 - We will advertise that we are doing a lost and found.
 - Claire will email Raymond about the locker situation at university. If we can we want to help people use them.
 - Doodle next Executive meeting but it should be after SGM.
 - Doodle finance meeting.
 - Finance: go to Kesh about budgets.
 - Clothing bank – We have a lecture who wants to donate some clothes. Designed for people to go on practicum. Decided that we wanted to loaning it out, depending on how many donations we get. Simon follow up about getting clothes.
 - City gives out free bread that is given to them from Ponsonby. We could ask bakers delight for their leftovers. Becky will look into it. Using the ESSA email address we would tell students about the free bread.

Meeting closed 3:05