



THE ANU OBSERVER

Meeting of The ANU Observer Board

Date: 4/11/20

Open of Meeting: 17:30

Item 1 - Attendance and Apologies

Present: Hayley Hands, Tristan Khaw, Konstantine Katsanis, Angus Brooks, Samuel Wright, Anthony Lotric

Absent:

Item 2 - Acknowledgement of Country

By Konstantinos

Item 3 - Previous Action Items

Item 4 - Reports

Chair Report: Konstantine Katsanis

We sent an email to ANUSA in regards to their post on facebook about SSAF. The main reason behind our response was because the wording of their post had the potential of manipulating the outcome of the survey. We did not make any public posts, neither did other organisations. We expressed that we would be interested in working with them in a collaborative manner in the future, without compromising the allocation of monies to organisations that provide services completely different to theirs.

We had our OGM, and congratulations to all new elected officers! There were a lot of problems with the online formatting. Firstly, we did not come up with an efficient voting system, although it worked. Thanks to Hayley for figuring something out pretty quickly! Secondly, there needed to be more clarification about how the voting worked. For instance, many voters assumed that the two arbitration panel candidates were competing with each other, while they did not. The problem with online formatting and the fact that many attendants are your friends, is that there will be people who do not attend to instructions. This communication problem is a huge issue. Hopefully meetings will be in person next year to prevent those issues. I would also like to apologise for not running the meeting at the best of my ability. There were points I had to clarify with Hayley about certain procedures. This was tiring and embarrassing. I will ensure that this will not happen again if I ever run a meeting.

Chair passes to Hayley
Report passes

Finance Executive Report: Konstantine Katsanis

Most of the past one month has been corresponding between the university about SSAF, as well with PKF about our audit. The past few days have been completely time-consuming and exhausting because we received both our draft financials and our SSAF offer.

PKF sent us the draft financials for 2018 and 2019. These financials indicate that the organisation has acted in accordance with the Associations Incorporations Act 1991 (ACT). However, there have been a few issues due to the fact that our committee members have been changing and because documentation has either been vague, inconsistent, contradictory, or scarce. The most problematic issue thus far has been the use of grants before SSAF, and their repayment to their corresponding providers. ANU Observer acquired two grants in 2017; a SEEF grant and a STIR grant. The SEEF grant was supposed to be used for certain usages. Any unspent monies were to be returned to PARSAs. The STIR grant was an award, an one-off payment. That was used for expenses that SEEF could not compensate for.

PKF has an issue with the reasoning behind returning \$1,025.00 to PARSAs in 2019. That amount had been eventually spent in 2017 in NatCon registration fees. Because Eliza had the money in her account, she paid for the registration herself and thus was not obliged to return the money to the bank account, resolving any suspicion of fraud or unreturned loan on her part. However, the reason as to why we paid back the amount was because we felt that SSAF could compensate for those expenses instead. There were very few things we could use SEEF for, and eventually, printing did not occur. It is up to the auditors to determine as to whether Eliza should make any payments or not.

I am hoping to pay PKF for their services within the next three weeks. I am also expecting to receive reimbursement from Woroni in regards to the NUS expenses, as well as the remaining part of our bid - \$499.

We received our offer for SSAF. We received \$46,930 in funding, with an additional \$2,500 to “support our organisation in providing media services to ANU students”. It is unclear as to what this amount can be spent on, but I am aiming to make it constant every year to pay for our audit. In addition to that, I was also informed that my requests to relocate our unspent monies from this year to next year were honoured. We will most likely justify only line items that were impacted by COVID-19, such as events and office expenses. I am planning to use the rollover balance on website expenses, compensation for our losses from this year, and potentially on allowances, as we will be having one new role. In addition to that, some line items, such as equipment and events will be reduced for next year to compensate for allowances or other expenses, if that is desired by the Board members.

Finally, I would like to encourage future Finance Executives to be highly active in all financial affairs, including making requests to the university about anything that might be considered important or advantageous for the organisation, or even questions. It is absolutely crucial to maintain a good relationship with our supervisors and other stakeholders, while also acting in good will about Observer’s requirements. Anastasia is a lovely person to talk to and has been extremely helpful in communicating any questions, concerns, and suggestions. I

would also like to remind them how essential it would be to keep an up-to-date and detailed spreadsheet of all of the organisation's expenses. We don't want to run into troubles, again!

Four in favour, two abstentions not noted

Report passes back to Konstantine

Secretary Report: Hayley Hands

Presented verbally

- Really haven't done much in the past two weeks. Been a very stressful exam period! Aiming to get things done from the general meeting before pass over to new role. Encourage anyone who is moving into or out of a role at Observer to start completing a handover document.
- Konstantine interjects saying its coming up
- Pretty keen to be not thinking about governance anymore!
- Received offer for full time work, not 100% sure where that leaves me regarding editorial duties.
- Sorry for not submitting written report, its been hectic!

Moved by ???

Moving reports on a bloc now.

Visual Content Executive Report: Tristan Khaw

- Hasn't been able to do anything apart from uni things. Lots of sleeping at 12, waking up at 4.
- Enquires about when Sam is done with exams
- Sam finishes exam on the 15th.
- Konstantine: obviously you have said you are busy and all of that but I would just like a bit of an explanation as to why the Fortnightly 5 hasn't been a fortnightly thing
- Tristan: I haven't had any time to think about things apart from uni.
- Konstantine: what about news? Have they pressured you to work on it?
- Tristan: no, but its not their responsibility.
- Kon: are you planning on doing one before the end of the semester
- Tristan: probably not but we'll see

News Content Executive Report: Anthony Lotric

- Planning to put a story out tomorrow, but after that probably nothing more until after exams, which for most of us is about a week away. Woroni won't be putting out anything at the moment. After that we will have quite a few articles that can come out.
- Last time I think we put out many articles was the two that Sam put out were the recovery plan/cuts, they were great in terms of sort of potentially troublesome articles we have one that is not so much not like problematic in terms of liable but in terms of I guess controversial nature of it which is one Helena has gotten onto which is a sort of dust up at the Co-op about race, people in positions of authority are claiming racial - won't go further into it but we will be balanced and get lots of different opinuoins and

make sure it is not slanted too much. Other than that not sure what else I would say, I think I'm planning on, obviously I didn't go up for election, but I will probably be sticking around as a reporter, not sure what that would look like in terms of articles or helping other reports, but I'll be around but idk if I'll have a job idk but happy to be flexible but I'll be sticking around. Won't be able to work on handover until after the 12th because exams, but I'll be around. That's my report.

- Konstantine: I have a question, actually a concern: I've noticed you're not doing enough articles - any particular reason for that?
- Anthony: People are dropping off, Lottie has pretty much ended, Vienna has pretty much ended. Another thing - exams - student reps not getting back to us etc. So we will do these articles in retrospective. Pretty happy that we put out two articles last week, and I think its quite good that we will be able to put out one article this week. Also, I do think the live blog definitely does count. It takes a lot of work and gets good engagement these days.

Web Administrator Report: Angus Brooks

Very little to report. A minor hiccup reported with the site during SRC, this appeared to resolve itself quickly though and did not impact many users.

Move reports as a block. Move by Tristan, seconded by Hayley. All in favour, passes unanimously.

Item 5 - Items for Decision

5.1 Accepting Eleanor Ellis as an Officer of Observer

- Read conflicts of interest, no one raised any concerns.
- Moved by Hayley, seconded by Angus. Passes unanimously

5.2 Accepting Jacqueline Du as an Officer of Observer

- Will be finance executive next year, want to induct so she can be trained
- Moved by Hayley, seconded by Angus, Passed unanimously

5.3 Making Eliza Croft an Honorary Life Member of the Association

- Kon: had this discussion in the past. I think she should be one
- Moved by Anthony, seconded by Angus. Passed unanimously

Item 6 - Items for Discussion

6.1 SSAF Allocation

- Kon: yeah so I said a few things in my report about that. I think its a good amount. Have people read the letter?
- Tristan: A little bit
- *vague nods and agreement from everyone else*
- Any concerns let Kon know so they can be passed on.

6.2. SSAF expenditure

- Kon: I would like to spend most of the money by the end of November. We technically have until December but will make it easier for auditors if done by end of November. All equipment line items should be spent. Angus has suggested monitors for the office, should be around \$1000. We should be making a list, its not my job to find things to buy.

- Tristan: do you want a list now?
- Konstantine: is this equipment or like studio
- Tristan: equipment. Some suggestions: faster SD card reader, pay off Adobe Suite for another year, more spare SD cards and HDDS, nice streaming setup whatever that would be, a phone with a data card, laptop so we don't have to rely on personal phone, more cameras would be nice, flashes for the camera in case we need to go to night events, a nice lens maybe. Zoom recorders would be nice.
- Kon: gimbal for the phone, more bulbs.
- Anthony: server upgrades?
- Angus: Looking into it, not sure of exact costing and how it would be implemented.

6.3 Observer next year preparation - assign handovers as actionables, Konstantine to organise a training day, a Blue-sky meeting, and then a strategic meeting

- Kon: I want to outline a bit of a process about how the transition will occur next year. Thinking will either have a board meeting just before - actually guys do you think we should have a final board meeting?
- Anthony: only if we need to.
- Kon: the next one would be December 2.
- Hayley: that would be the next exec though.
- Kon: what about in two weeks time?
- Hayley: what date?
- Kon: 18th?
- Angus: what would we talk about?
- Hayley: yea
- Kon: ok we will call one if we need. Training day and blue sky meeting - a reflection on what we've done. Then we need to have a strategic meeting. One can have officials and reporters etc a bit more casual and then strategic meeting is us the board but before we have these I think we should have training and handover should have already been done. So, therefore I would like to have these meetings at the start of December. Because lots of people will want to have holidays
- Anthony: Not sure if I will be around sorry
- Kon: anthony you're leaving you're not part of this
- Hayley: I will probably be in Victoria
- Angus: I have other training, border reopening so I might also be in Vic
- Kon: ok will give a few dates maybe, Sam I assume you'll be in Canberra?
- Kon: ok will give some dates soon, Angus please create an actionable

6.4 Making other people honorary members (will move this to decision after discussion)

- Kon: I am interested in making some other people honorary members
- Tristan: haven't thought about it. I think they should have already left the uni
- Hayley: I think it needs to be considered on a case by case basis
- Kon: I brought it up because we don't have a procedure. I think these people should be. So Tristan, you think they should have left the Uni?
- Tristan: yeah

- Hayley: I think because we need a bit of background because lots of us haven't worked with these people. Like I've never worked with Taz Hudson. If the board votes them down they vote them down. I don't think anyone will be that cut if they don't get it.
- Kon: alright in that case meeting closed

Item 7 - Other Business

Item 8 - Recall Actionables

- Kon: come up with dates for the three meetings
- Everyone: handovers

Meeting closed 6:15pm.