



# THE ANU OBSERVER

## **Meeting of The ANU Observer Board**

Date: 24 November 2022

Open of Meeting: 7:05

### **Item 1 - Attendance and Apologies**

#### **Present:**

Alex Ellwood

Darlene Rowlands

Richard Chun

Jun Chun

James Day

Hannah Farrow (incoming)

#### **Absent:**

Nick Ang

### **Item 2 - Acknowledgement of Country**

By James Day

### **Item 3 - Items for Decision**

#### 3.1 Confirming Eleanor Ellis as Editor

Motion moved by Darlene

Seconded by Alex

Motion passes unanimously

### **Item 4 - Items for Discussion**

#### 4.1 Handover retreat

##### 4.1.1 Where/when

Darlene: thoughts on multiple smaller retreats since we can't all make the same time

Darlene: would spend less money on each retreat, its unlikely the present and incoming board are all available

Alex: would leaving members be interested in January

Hannah: could we do a dinner?

Darlene: retreat gives more time to remember everything you need to say and get through all the information

James: could do a series of hot pots at the office

Hannah: we could do agendas for dinner

James: a series of dinners?

Darlene: could split them up and do an editors, other roles and also board things

James: i'm talking to Hannah and Eleanor tomorrow, we can discuss this more then

#### 4.1.2 confirming budget

Darlene: Richard can we confirm what the budget it

Richard: we should be getting money in soon, I've invoiced ANU and waiting for that money to come in.

Richard: my handover wasn't smooth, a retreat would be beneficial for not repeating that issue

#### 4.2 Website Quotes

James: Thank you Hannah for putting us in touch with Oliver, I have two meetings on Monday with Icon Agency and OPCIT - will be looking into fixing back end of website, making website and reliable and sturdy as possible

Asked quote: ICON: \$240 per hour, Oliver said \$120 per hour

Alex: quote on hours

James: Will know from Oliver how many hours it should take

James: priorities after include Will going in to update the front end of the website. ICON have more expertise with the design side, could have Oliver on the back end and ICON on the front end

### **Item 5 - Other Business**

#### 5.1 Allowances

Richard: has been working on calculating the amount

### **Item 6 - Recall Actionables**

Contact Sungjae about handover

Meeting closes at 7:32