



THE ANU OBSERVER

Agenda for Meeting of The ANU Observer Board Meeting

Date: 21/02/2024

Opening of meeting: 7:30pm

Item 1-Attendance

Ryan

Shé

Anneysha

Rowey

Sophie

Maddy

Oscar (Guest)

Richard (Guest)

Hugh (Guest)

Item 2 - Acknowledgement of Country

By Ryan Bourke

I wish to acknowledge the Ngunnawal peoples as traditional custodians of the land we are meeting on and recognise any other people or families with connection to the lands of the ACT and region. We also acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region, and pay our respects to elders past, present and emerging.

Item 3 - Items for Decision

3.1 - Boards appointment of officers Ryan Bourke and Madeline Burns as bank trustees

Seconded by maddy,

Passed unanimously.

3.2 - Motion to approve payments

Seconded by Rowey,

Passed unanimously.

Item 4: Things to discuss

4.1 - New arbitration member

Oscar: introduces himself.

4.2 - Finances

(audit status: have we sent PFK (john) our documentation for the financial year?)

Ryan: clarifies handover from Richard to Maddy

4.3 - Maddy Ryan and Richard Bank visit

Maddy: to meet Richard at Com Bank @ Thursday 2pm

4.4 - Finishing the finance handover (Budget, payments and Audit)

Richard: sorted audit

4.5 - Presentation of social and visual budgets

Mackenzie: presented her budget for the social committee

Maddy: notes that the budget can be adjusted to account for merchandise

Mackenzie: Explains the quotes she got for merchandise. Explains the need for space in the budget to get the office cleaned and goes into detail about associated quotes. Explains \$25 weekly expenditure for news meeting snacks.

Rowey: explains that she has a pin up board.

Maddy: says she took money from meetings and events to cover the increase in rent, but notes we have a further 3K which would combine with office supplies.

Maddy: concludes we have the funds to fund Mac's social budget.

Shé: begins presenting his budget and explains he has found cheaper alternatives which will decrease the budget.

Richard: asks for clarification on camera options.

Maddy: questions why we need a new camera.

Sophie: asks Shé to walk us through the reasoning for the budget

Shé: says a new camera is needed because 2 cameras can be used for livestreams and we don't have a third camera for photography. He says it will be more convenient for the visual team going forward.

Shé: explains what each item on his budget accomplishes technology wise (lighting, gimbal, camera etc).

Ryan: questions how gimbal and lighting differs from the equipment we have currently.

Shé: provides information saying that the gimbal is for iphones, not cameras. He then goes on to say the lighting will offer different functions than the ones owned now.

Ryan: explains he met with Adam Lambert at Lab that discussed excess \$20k.

Richard: explains the carry over from the budget and accessing the reserve funds. Mackenzies budget will work because of SAFF funding. Shé's will be to be determined depending on if sufficient funds can be found.

Ryan: says that if there isn't enough funding for Shé, the funding between Com Exec will be shared between the two.

Shé: explains that his budget can be cut or he will find cheaper alternatives if necessary

Ryan: explains we will ask Adam Lambert about the credit notice funds and if not possible will shuffle around funds from social to visual.

Richard: says surplus pools do not exist. He says this is because we are entitled to it but ANU has not given it yet (has not been granted for 2 yrs).

Ryan: says we will have a meeting with Adam Lambert and clarify questions.

Richard: is confused because he says the carry over is 20k from last year, not 10k as he had budgeted for. Invoice sent to ANU Finance and response has not been received yet.

Maddy: happy with SAFF budget allocation

Richard: to send Maddy the SAFF proposal budget (breakdown of what we said we would spend with our SAFF funding).

Maddy: is not aware of how to allocate payments. Asks if we want to move to a salary/fixed payment, but Ryan says to reassess this later on when we have our finances in line.

Ryan: actions that we find the budget of what money we are entitled to and when we will get our invoice.

Maddy and Richard to meet in coming days.

Notes on the audit:

Submit to ANU by June/July normally

2 yrs prior there was never an audit. Ryan went to PFK for 2020 and 2021 audit.

Maddy is unaware of how to audit but Richard says Maddy can send PFK our budget and they will do the audit for us.

Audit on track to be done by June/July.

4.6 - Richard's \$3k carry over in budget

Maddy: finds extra 3k

Maddy and Richard: say we are on track and they have fulfilled all our obligations and if not, Richard takes accountability.

Item 5-Other Business

James to formalise all minuted from the year to upload to website

Anneysha to create 'apply' tab on website

Nuria to step down after exchange, but will be back for 2025. Nuria to be removed from website

Shé send Anneysha headshots for website

Meeting closed: 8:15pm

Next board meeting: Wednesday March 6th

Signed by trustees Ryan Bourke & Madeline Burns

(Ryan Bourke)

(Madeline Burns)