

# MINUTES OF THE AUSA EXECUTIVE MEETING· 11/01/2023



Zoom | 12.00PM - 2.00PM

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**PRESENT:** *Alan Shaker (President, AUSA), Amol Kumar (Treasurer-Secretary, AUSA), Qun Ma (WVP, AUSA), Mahek Nagar (ISO, AUSA), Kelly Em (PGO, AUSA), Atakura Hunia (MSO, AUSA), Kauri Tangohau (MSO, AUSA), Varsha Ravi (EVP, AUSA) & Theo van de Klundert (QRO, AUSA).*

**IN ATTENDANCE:** *Gareth Jones (GM, AUSA)*

**LATE:** *Folau Tu'inukuafe (EnVP, AUSA) arrived 12.55pm.*

**APOLOGIES:** *David Tuifua (PISO, AUSA).*

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**MEETING COMMENCED AT 12.00PM.**

## 1. PRELIMINARY MATTERS (TIME & DURATION)

### 1.1. **Welcome and Introductions.**

The Chair welcomed attendees, a Karakia was given by GM

### 1.2. **Approval of leave.**

*Folau Tu'inukuafe (EnVP, AUSA) to be joining later due to class.*

*David Tuifua (PISO, AUSA) has sent apologies.*

### **CHAIR/QRO**

*THAT the EnVP & PISO be granted leave from this meeting.*

*Carried Unanimously*

### 1.3. **Declarations of Interest.**

No declarations of interest.

## 2. PREVIOUS MINUTES

### 2.1. *Matters Arising.*

#### Update on actions from the last executive meeting.

- **Health and Safety walkthrough of spaces.**
  - The walkthrough of AUSA spaces was to be conducted on the week of 12/12/2022 - 18/12/2022. This has been pushed back. A H&S meeting is to be scheduled by the Treasurer-Secretary and a walkthrough of spaces will be conducted.
- **AB board and Executive dinner.**
  - Dinner pushed back to February 1st. Organisation is taking place.
  - The Tuakana Programme is also being organised.
  - First AB meeting to be scheduled for the end of the month.
- **Social Media**
  - WRO suggested to chair that a sister page be created relating to Women's Space. Chair to still talk to marketing and events managers about this. To be done when they return from leave.
- **Budget**
  - Budget was approved last meeting. Small changes to be made over next few weeks based on updated income data.

### 2.2. *Approval of Minutes.*

#### Chair/MSO(Kauri)

*Agreed that the AUSA Executive minutes of the previous AUSA executive meeting held on 15/12/2022 be adopted as a true and accurate record.*

*Carried Unanimously*

## 3. STANDING AGENDA ITEM: HEALTH AND SAFETY

- Treasurer-Secretary to set up a meeting with H&S committee to do a walk through of spaces.  
**(Action)**
- Chair asks Exec to push H&S concerns to himself or GM.
- With a rise in covid cases, chair has decided RAT test kits will be made more readily available around the house. These have been ordered and are on the way.
- Chair requests blinds and windows be locked and closed when the Exec office is empty. This is to protect equipment.
- PGO asks if we are aware if the university will go online with a rise in covid cases. Main concern is this will impact our events. Chair states that he sits on H&S board with the Vice-Chancellor and has heard no news. Chair mentions that Events Manager will also have plans in case of lockdowns.
- The Treasurer-Secretary reminds all to keep the fridge clean.
- QRO mentions they are cleaning Queer space and Exec is free to take whatever.

#### 4. STANDING AGENDA ITEM: ADVISORY BOARD

- AB dinner to be planned by the Treasurer-Secretary. Will be on 1st of February. **(Action)**
- Tuakana-Tenna mentoring programme to kick off over next month. **(Action)**
- First AB meeting is coming up at the end of January. Will be once every 6 weeks after. Scheduled by Treasurer-Secretary. **(Action)**

#### 5. STANDING AGENDA ITEM: SOCIAL MEDIA

Agenda item skipped as we wait for EnVP to arrive.

EnVP arrived at 12.55pm.

- EnVP reminds everyone about creating a 15 second 'meet the executive' TikTok. Each Exec member should record themselves answering questions from the EnVP's email. To be recorded in portrait orientation and uploaded into a google drive folder. **(Action)**
- Discussion to occur with the marketing manager about cleaning up the AUSA IG account. **(Action)**
- QRO asks if they can use social media for Queer related initiatives. Chair and EnVP says yes we want to promote our causes. Discussion needed with events and marketing managers. **(Action)**
- Chair to have a discussion with events and marketing managers to create a form for social media post requests. **(Action)**

#### 6. STANDING AGENDA ITEM :GENERAL MANAGER'S UPDATE

- GM states that overall things are going well, and staff are coming back to office. Last year AUSA did well and we want to keep it going.
- GM states that 95b fm's request for funds was granted.
  - Initially asked for 250k which was denied.
  - Exec asked 95b fm to sell assets and raise funds which they did through alumni.
  - 95b fm has returned and asked for 50k
  - A 30k cash injection has been approved and will be transferred ASAP. **(Action)**
    - Given on conditions of:
      - Monthly Reporting
      - Invitation to GM and Chair to attend 95b fm meetings.
      - 10k worth of advertising.
      - Time Slots for Exec to be on air.
    - An additional 20k will be injected if 95b fm continues to operate efficiently.

- NZ on air has agreed to provide and match AUSA's cash injections.
- QRO asks if funds are for debt or OPEX. GM replies OPEX.

#### **CHAIR/QRO**

*THAT the AUSA Executive approve the resolution to provide 95bFm with the support of \$30,000, subject to the caveats discussed*

*Carried Unanimously*

### **7. OPERATIONS PLAN**

- Chair commends VP's on their hard work on operations plans.
- Chair hopes to finalise the operations plan by Friday 13th January or latest next week.
- The operations plan will be referred to over the year and will be shared with the Vice-chancellor and other relevant parties.

### **8. BALL**

- Chair reminds all we are moving forward with the ball as decided last meeting.
- Marketing manager has pencilled Shed10
- Chair, GM and EnVP will meet with Louise Jackson from Campus life to try to get funding.
  - Concerned that campus life may offer funding on various conditions.
  - AUSA must remain in control of the ball.
- A ball subcommittee is to be created. **(Action)**
- ISO reminds all that ticket prices may be too expensive for international students.
  - Chair reminds all that all the exec will have input when deciding prices.

### **9. STUDENT COUNCIL TRAINING**

- EVP asks the exec for their full presence and commitment this upcoming weekend. This is our opportunity to form strong bonds with each other and student council members.
- Student Council members are our strongest allies and we need to form good bonds quickly to have a successful year.

### **10. RETREAT**

- Retreat pushed to the weekend of 11th and 12th of March (week 2 of university).
- More details to come over the next few weeks.

## 11. REPORTING

- Chair notes that formal monthly reports on the second Friday of each month.
  - Reports will be compiled and sent to staff for transparency.
- Pairings between SLT and Officers will be sent out this week for informal fortnightly reports. **(Action)**
  - Informal reporting will allow transparency between the executive.
- Treasurer-Secretary reminds all to upload reports in google docs, word or pdf format only.

## 12. REMINDERS & OTHER MATTERS

- QRO brings up that pride month is upcoming. Wanting support from the Executive for the Big Gay Out parade. The Executive is in support.
- MSO's wanting everyone to learn a Karakia. Executive in support. **(Action)**

## 13. NEXT MEETING (ENDING TIME)

The next Executive meeting will be held on Wednesday 25th Jan 2023, 12.00pm in The AUSA meeting room.

**Meeting closed at 1.13pm**

**SIGNED AS A TRUE AND ACCURATE RECORD**

*Alan Shaker*

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**Alan Shaker (Chair), President of AUSA**