

MINUTES OF THE AUSA EXECUTIVE MEETING. 07/03/2024



AUSA HOUSE | 9:00 AM - 11:00 AM

PRESENT: *Alan Shaker (President, AUSA), Sarah White (Treasurer-Secretary, AUSA), Layba Zubair (EVP, AUSA), Jade Butler (EnVP, AUSA) via Zoom, Ben Bonné (PGO, AUSA) via Zoom, Anna Sue (WRO) via Zoom, Andrea Vaai (PISO, AUSA), Jimah Ruland-Umata (MSO, AUSA), Te Tuhiwhakaura Wallace-Ihakara (MSO, AUSA).*

IN ATTENDANCE: David Fulton (GM, AUSA)

LATE: *Yueyang Chen (ISO, AUSA) at 9:17 am, Jennifer Setefano (WVP) via Zoom at 9:25 am.*

APOLOGIES:

NOT PRESENT: *Luna Le Fay (QRO, AUSA).*

MEETING OPENED AT 9:16 AM

1. PRELIMINARY MATTERS

1.1. **Welcome and Karakia**

PISO opened the meeting with a Karakia.

1.2. **Approvals of Leave**

No apologies noted. EVP is to leave early at 9:50 am.

1.3. **Declarations of Interest**

1.4. **Check-ins**

2. MATTERS ARISING & APPROVAL OF MINUTES

2.1. **Matters arising.**

Chair to go over action points from the last meeting.

- Exec office window lock has been fixed.
- O-week actions completed.
- No outstanding actions.

2.2. **Approval of previous minutes.**

CHAIR/RULAND-UMATA (MSO)

THAT the minutes of the AUSA Executive meeting held on Thursday, 15th February, to be adopted as a true and accurate record.

Carried unanimously.

WVP joined via Zoom at 9:25 am

3. STANDING AGENDA ITEM: HEALTH & SAFETY

- The re-opening of the balcony in Hine. This is currently deemed unsafe to students and it is unlikely that this will be reopened. MSOs to ask Grace Latimer from Campus Life, as well as Grace from NTM (Administrator). MSO's to let GM know if they don't hear back.
- A warning that the underpass by Kate Edgar is slippery. GM to let the University know.
- GM and IT Manager are doing a complete walk-through of all the Spaces next week for H&S purposes.
- Chair reminded Exec to be mindful of food and drink in the kitchen and Exec office overnight. Cleaners come every night Sunday-Thursday.

ACTION: GM to let the University know about the slippery underpass.

ACTION: MSOs to discuss the balcony with Grace from Campus Life.

4. STANDING AGENDA ITEM: ADVISORY BOARD

- Recruitment is to be over in the next month or so. The Executive makes AB appointments.
- Capitalisation to be made in the final paragraph of the job posting.
- If you have people in your communities who have governance experience and have skillsets that would be of benefit to AUSA that may be interested, do send the job posting to them.

Chair discussed the CV for Rikita Singh. She has consulting, sales and marketing expertise.

- Chair, T/S, EVP and GM met with her yesterday and felt she would be a good fit and would be engaged with AUSA, particularly with the mentoring program.
- Experience with Trusts and Boards, especially with non-for-profit organisations.
- She wants to learn as much from the Executive as the expertise that she can provide to us.

After this potential appointment, looking to appoint 2-3 more Advisory Board members.

CHAIR/WALLACE-IHAKARA (MSO)

THAT the Executive approves the appointment of Ritika Singh to the AUSA Advisory Board for a term of three years.

Carried unanimously.

Previous Advisory Board minutes:

- No questions were raised.

SLT has a meeting with the AB in two weeks.

- Reports and funding will be taken to them.
- No other points were raised, to let the Chair know by next Wednesday.

ACTION: Chair to inform Advisory Board Chair of the appointment of new AB member Rikita Singh.

ACTION: Exec to let Chair know by next Wednesday if any agenda items to take to the Advisory Board meeting.

5. STANDING AGENDA ITEM: GM UPDATE

- From a financial perspective: quite a good month.
- Feb and March will be expensive months financially.
- Leave liability is under control.

The last day of the Student Engagement Coordinator (Amy) is Monday 11th March.

- The replacement plan is starting today.
- Busy periods of events and buddies seem to clash. May appoint two separate part-time staff.

Advocacy support role, Na-young has started 30 hours a week until July.

- Union negotiations are still ongoing. Agreement Nov- Oct.

Hiring Student Voice Administrator. Working on class reps, and support for the Student Council.

- Fit 2 more staff desks into reception.

6. CONSTITUTION REVIEW UPDATE

- Key focuses are the Exec roles/structure, PGSA merge, Incorporated Societies Act changes, Craccum and CAB, Advisory Board, Elections process and eligibility, Quorum size, Student Council and sub-committees. As well as a refresh of formatting and grammar.
- Meetings are weekly, and the working group has had 5 meetings, the Advocacy Manager is then drafting the changes.
- Draft completed hopefully by the end of April, to be sent to lawyers for checking.
- AGM is 15 May, notice must be two weeks before that.

7. UPDATE ON FUNDING NEGOTIATIONS

- The opening offer was presented. Overall, the meeting went okay and progress is being made; some pushback from Brendon Mosely from Campus Life. Brendon, however, is committed to continuing these negotiations.
- General alignment is there between AUSA and the University.
- Presenting this opening offer to UEC next week.

- As part of the offer, the lease for C space is proposed to be extended and moved to the same lease agreement (non-commercial) as Queer Space and Women’s Space.

EVP left at 9:52 am

8. ANY OTHER BUSINESS

- Reminder: Exec Reports are due Friday, 8th March.

General Manager left the meeting.

The Chair discussed some performance, communication and conduct matters with the Executive.

9. NEXT MEETING

The next meeting will be held in the AUSA House, and the time will be communicated by the Treasurer-Secretary as soon as possible.

The meeting closed at 10:09 am.

ACTIONS TABLE:

TASK	OWNER	DELEGATED/ OTHER INVOLVED	DEADLINE
Inform the University about the slippery underpass.	GM		ASAP
Discuss Balcony safety with Grace from Campus Life.	MSOs		ASAP.
Chair to inform Advisory Board Chair of the appointment of new AB member Rikita Singh.	President		ASAP
AB Agenda items - Exec to let Chair know.	Exec	President	ASAP

SIGNED AS A TRUE AND ACCURATE RECORD

A handwritten signature in black ink, appearing to read "A. Shaker", written over a horizontal line.

Alan Shaker, Chair of the AUSA Executive.