

WORONI

BOARD MEETING MINUTES Thursday 27 October 2022, 6:00pm

Meeting Venue:	Woroni Boardroom, Kambri Office		
Meeting Opened:	5:58PM		
Meeting Closed:	8:03PM		
Present	Alexander Lane, Clara Ho, Matthew Box, Fergus Sherwood, Juliette Baxter, Rose Dixon-Campbell, Saad Khalid (left 7:30PM), Karolina Kocimska (left 7:45PM)		
Apologies:			
No.	Item	Action Items	
1	Acknowledgement of Country	Done by Clara	
2	Confirmation of Previous Minutes	Done outside of session	
3	Previous Action Items:	- Alex's Email to Christian re: Discrimination Report Collaboration. See #13 below.	
Meeting Items			
4	Approvals	The Departments Article on the NAD	

5	Finance Update	<p>Business Transaction Account: \$146,870.59 Business Online Saver: \$103,051.78 Term Deposit: \$60,000</p> <p>Large expenditure: - \$7,000 Bossy printing - \$4,125 edition 6 printing</p>	
6	Management Update	<p>Social Media Juliette: going well. Bri informed me that she has some stuff going on later in November and is keen to stay on</p> <p>Photography</p> <p>Saad: All is well! Let them know if there is any work to come in the next few weeks. Oskah has been a very good support act to many news articles and perhaps this is a model that works. Some photos of the incoming COP27 protest incoming and that's something to look forward to.</p> <p>Events</p> <p>Matthew: Fergus has been working with the events team on the open mic night.</p> <p>Fergus: going okay.</p>	
7	Portfolio Updates	<p>News: Alex: Has been good, been putting out some of the longer-form pieces lately. Departments and hopefully a budget analysis / editorial will be out over the weekend. Hoping to get the CASS article out before exams end, as well as some ANU report stuff.</p> <p>Just want to stress the importance of positive feedback from the Board on pieces. If I can't pass this stuff along, I'm the only source of encouragement. Having people you may not know recognise your work is really nice, especially when a lot of effort is put into it. In particular, it would be nice to see some stuff from the Exec - it helps create a connection between the exec and sub-editors. I also acknowledge that I'm a bit guilty of this.</p> <p>Content: all is well, making our way through mag 5 and 6 articles before the end of sem. Lots coming through the inbox too. We have a hiring video coming with TV. I've told everyone deadline</p>	


		<p>for pieces are end of exam period which is the 19th, I've conveyed that approvals may be till the 16th.</p> <p>Art: Trying to organise final meeting for everyone. Only a few people have told me if they are planning to stay on or not. Brodie is leaving ANU entirely which is really disappointing. Many of us have good relationships with her and she was an excellent sub-editor and presence around the office so she will be sorely missed. Jasmin and I will do an in-depth hand over soon, including inDesign tutorial. I plan to make myself as available to her as she would like given she has expressed limited experience with inDesign. I have faith in her skills and I also am reassured that even if we do lose a lot of the team again I have cultivated good contacts and relationships through my various outreach activities that she can draw on in hiring.</p> <p>TV: Is going well, had last team meeting on Tues. Are wrapping up on current on-going projects (mostly just need to be edited, filmed in done). Most people have expressed that they are keen to stay on, hopefully they don't they change their minds over the break.</p> <p>Radio: Chill. Done with scheduled broadcast. Basically doing events stuff now and polishing up program stuff for the next stuff.</p>	
8	Subeditor Honoraria Rankings	<p>Please include a notional number against the performance of each Subeditor</p> <p>Please refer to the honoraria policy: https://docs.google.com/document/d/1h2BmlPG2_3dU7vAdm3D8RS3GqnHWqg5soQGUERE1nn8/edit</p> <p>HONORARIA SCALE</p> <p>10 Went way above and beyond the requirements of their role - traditionally reserved for a sub-editor on the verge of performing the Editor's role</p> <p>9 Extended well beyond the requirements of their role</p> <p>8 Outstanding performance, was perfect in every way, and may have even done more than what was specifically required</p>	

		<p>7 Excellent, worked particularly hard and stood out due to their superior performance in their role 6 Above Satisfactory (ie. did everything required of them, but did it particularly well) 5 Satisfactory (ie. did everything that was required of them generally) 4 Below satisfactory (did the bare minimum) 3 sub-par performance (inconsistently completed the requirements of their role) 2 Did very limited parts of their role 1 Did not do anything in their role</p> <p>Please prepare a justification that will be minuted (we will move to redact these minutes via a Seperate Motion) - with respective motions to pass each Portfolio's honoraria rankings. Please also be conscious of Sub Editors that left Woroni during the Semester, those who did not contribute at all, and those who joined in during the Semester (feel free to add into this somewhat dated list)</p> <p>REDACTED</p> <p>Motion: to approve the 2022 Semester 2 Honoraria Rankings, as payment to respective Subeditors and Senior Subeditors.</p> <p>Moved by: Saad Seconded by: Juliette</p> <p>For: 8 Against: 0 Result: Passes</p> <p>RECESS AT 7:00PM</p> <p>RESUME AT 7:03PM</p> <p>Motion to redact the Honoraria justification document</p> <p>For: 8 Against: 0 Result: Passes</p>	
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9	Funding Agreement and Reserve Pool	<p>Still haven't heard anything...</p> <p>Since we haven't heard about reserve pool funding yet I wanted to float equipment purchases now. These purchases are primarily to expand our capacity and future proof some stuff.</p> <p>New computer for the Radio Producer's booth:</p> <ul style="list-style-type: none"> - Mac mini (\$3,776) or - iMac (\$2,049) <p>New office computer, primarily for high capacity projects (TV, art): Mac studio (\$6,626)</p> <p>iPad Pro 12.9" with apple pencil for art: \$1,848</p> <p>iPad Pro 11" with keyboard for TV/TV News: \$1,548</p> <p>Total: \$13,789 (\$12,543.64 excluding GST) or \$12,071 (\$10,973.64 excluding GST)</p> <p>Will need to buy an SD card reader for the radio studio as well</p> <p>New desk - looking at options through ANU procurement or ANU might have some sitting around that we can have for free</p> <p>Alex wants a new keyboard for the news computer</p> <p>Karolina: sounds good, pls more money in printing budget xox</p> <p>Matthew: flag purchases for end of year, reserve pool, apply for \$13,000 for equipment. New comp for radio booth. New office comp, little bit more powerful than the ones we have. New keyboard for news comp, take desks lying around.</p>	
10	Website	<p>Can we have a bit of a group discussion of it to supplement the WAD? - Alex I agree! - Karolina</p> <p>Jules: Heard back from developer, might not cost as much as expected, only \$15,000. Need to make it clear we don't have an art page currently.</p>	

		<p>K: we expect mock-ups to go above and beyond</p> <p>Jules: won't be to a tee</p> <p>M: lot of other pages in the "about section"</p> <p>Jules: Dev → "compared mock-ups for news existing pages", with news we want to change some of the tags</p> <p>A: helpful if we can sit down and we all scroll down together. But ppl always leave and don't have time.</p> <p>K: I trust whatever decisions will not be detriment of content. Rose also, whatever comments/thought she has I trust.</p> <p>A: they will give us preview website?</p> <p>J: Yes</p> <p>M: told them about our timeline for spending money?</p> <p>J: Yes, told them there will be some pages we won't really be changing</p> <p>A: change all the 'about' stuff. What's our timeline</p> <p>J: working on content page, waiting on Art, Radio, following up and getting mockups done, email them tmr and inform them of new changes (create new art page), write up some of the News things we discussed</p> <p>A: timeline for how long it takes for them to develop it?</p> <p>J: Before christmas, can get started this year.</p> <p>M: when you search on the website, only comes up with articles, author name and title. Get it to search for files that aren't articles etc, will write up comments on WAD</p>	
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11	Board Dinner	<p>\$344.43 for board dinner</p> <p>Karolina: guys pls include me I leave for Tasmania on the 15th (night) Nov and wont be back till 30th of Nov. 😞😞😞😞😞😞😞😞😞</p> <p>AND IM CANCELLING MY PARTY ON THE 12th SO WE CAN DO IT THEN. pls</p> <p>A: restaurant J: yes we'll go out M: 12th works for me</p>	
12	Printing Reports	<p>According to Matthew, there is \$1,300 in the printing budget which we won't use for anything this year. I think it would be a nice gesture of goodwill and inclusivity to offer this to printing the Department reports from this year. That would be split between the Women's Report and the Racism Report.</p> <p>I've made it clear to ANUSA that this payment would not continue in the future and we're working with them to help find some more sustainable funding systems including SEEF and department budgets.</p> <p>Do we agree to this?</p> <p>Motion to approve spending \$1300 of the printing line item to the printing of ANUSA Department reports for this year</p> <p>For: 7 Against: 0 Abstain: 1 (Saad)</p> <p>Status: Passes</p>	<p>Alex to arrange meeting with Matthew, Christian and department executives.</p> <p>Alex to inform Christian of the \$1300.</p>
13	Open Mic Night	<p>Karolina: sounds awesome, I WILL be there</p> <p>Fergus: darmesh is taking longer than usual, are nicer but take longer as management. mag launch took like a month, we already did the event, hoping we can get it done, joke about BYO</p>	

14	Woroni Elections and Casual Vacancy for Radio Editor	<p>Saad: There are 197 votes casted thus far, with the results to come back @ 5:20 PM tomorrow - I will swiftly make a message/article to go out on socials and on our website. This is likely to be our most voted on elections in a while.</p> <p>REDACTED</p> <p>Motion to appoint REDACTED to fulfil the casual vacancy for Radio Editor</p> <p>For: 8 Against: 0 Result: Passes</p> <p>Motion to redact the appointment of the Radio Editor</p> <p>For: 8 Against: 0 Result: Passes</p>	
15	Lanyards	<p>Matthew: Quotation from Lanyard factory:</p> <p> Ty Lanyards Factory to me ▾</p> <p>Hi Matthew,</p> <p>Thank you for your email,</p> <p>Please see the pricing below.</p> <p>250 x Full colour 2 sided printed 20mm lanyards with dog clip = \$1.68 each + \$20 Delivery + GST Grand Total = \$484 (no more to pay)</p> <p>300 x Full colour 2 sided printed 20mm lanyards with dog clip = \$1.59 each + \$20 Delivery + GST Grand Total = \$546.70 (no more to pay)</p> <p>400 x Full colour 2 sided printed 20mm lanyards with dog clip = \$1.43 each + \$20 Delivery + GST Grand Total = \$651.20 (no more to pay)</p> <p>500 x Full colour 2 sided printed 20mm lanyards with dog clip = \$1.34 each + \$FREE Delivery + GST Grand Total = \$737 (no more to pay)</p> <p>The standard turnaround time is roughly 3 weeks.</p> <p>Approximately \$500 left in merch for the end of the year so I am happy to go with the 250 lanyards, gives us a bit of a supply for a few years</p> <p>Karo: sounds good, go for it</p> <p>C: go for it, done</p>	

16	Purchases and Debit Cards Policy	<p>Old Policy Proposed Policy</p> <p>Motion: "To replace the previous Purchases and Debit Cards Policy with the new proposed Purchases and Debit Cards Policy"</p> <p>Karo: I agree!</p> <p>For: 6 Against: 0 Abstain: 0 Absent: 2 (Saad and Karolina)</p> <p>Status: Passed</p> <p>M: weird ANUSA/PARSA stuff, change it make it actually useful to us.</p>	
17	Updated News Style	<p>Does anyone have any questions?</p> <p>https://docs.google.com/document/d/1YVTLU4AJqUpZntCLsP-cP9QloBNK41nn/edit?usp=sharing&oid=114102934285069804542&rtpof=true&sd=true</p> <p>I'd also like to ask that we incorporate the pronoun policy into the content style guide as well. Obviously, at the discretion of the Content editor, but because I think it's important. It would also crop up far less for Content than for News</p> <p>Content Style guide: https://docs.google.com/document/d/1T6Jb1uRUOOt3qhkF7spYqGUldXBPGG37/edit?usp=sharing&oid=105763248607978584513&rtpof=true&sd=true</p> <p>Motion to pass the News Style Guide</p> <p>For: 6 Against: 0 Abstain: 0 Absent: 2 (Saad and Karolina)</p> <p>Status: Passed</p>	<p>Saad to put News Style Guide on Website</p> <p>Alex to distribute News Style Guide to News Team</p>

18	Approvals Policy	<p>Can we get the changes that were made at the start of the semester in the document on the website</p> <p>Karolina: yes pls!</p> <p>M: mostly for Saad to read through</p>	
19	Twitter	<p>I'd like to restart Woroni's twitter to be more interactive, including re-tweeting content. obviously, it would be unbiased but student-centric. How do we feel about this?</p> <p>Karolina: sounds good! I have wanted this for us all year and asked the social media officers to look after and make it their baby, but they haven't. So, by all means! Maybe we can ask people from all portfolios to be involved if they want?? Or do u mean just news thing? Because would be gr8 to make it interactive across all portfolios (bring back NUS Conference Live Tweeting).</p> <p>A: restart Twitter, fallen by wayside, retweet stuff, we repost stuff on Insta, do same on Twitter</p>	
20	Humans of Canberra	<p>For now, Humans of Canberra is a part of Woroni and it will remain so until further discussion</p>	
21	Staff party	<p>F: staff party for staff, at my house, \$80 pizza, \$25 ink x2.</p> <p>J: Matthew look into having events at private residence off campus</p> <p>A: if there's no policy that we can't do it, then why can't we do it?</p> <p>F: haven't looked into shirts but will do soon. No more than \$150 thus far, not including shirts. Waiting on quotes for shirts, then will send EAD out</p>	