

WORONI

BOARD MEETING MINUTES
Thursday 06 October 2022, 6:00pm

Meeting Venue:	Woroni Boardroom, Kambri Office
Meeting Opened:	6:00PM
Meeting Closed:	7:50PM
Present (anticipated)	Juliette Baxter, Saad Khalid, Matthew Box, Rose Dixon-Campbell, Alexander Lane, Karolina Kocimska, Clara Ho, Fergus Sherwood.
Apologies:	

No.	Item	Action Items
1	Acknowledgement of Country	Delivered by Fergus
2	Confirmation of Previous Minutes	Please see email. Feel free to add anything and approve.
3	Previous Action Items:	<ul style="list-style-type: none"> - Media Sensitivity Training - MoAD Sponsorship + Advertising Policy - Dive Cover Competition - Budget Discussion on additional funding. What to do with it - Social Media Personnel - Appointment of Additional Radio Subeditor Saad to update website this week (from last week) : Dismissal Rehiring Approvals Procedure

Meeting Items

4	Approvals	Flag any approvals here	
5	Finance Update	<p>Business Transaction Account: \$158,611.56 Business Online Saver: \$103,051.78 Term Deposit: \$60,000</p> <p>Received Final SSAF instalment for the year (\$45,000 + \$4,500 in GST) from ANU</p> <p>Large recent expenses: \$424.41 on workers compensation \$946 on website maintenance</p> <p>Question asked a while back re reserves: we have approximately \$100,000 in reserves that is our money, other money in accounts is either unspent SSAF that is a liability to the ANU or it is this year's SSAF allocation that has not yet been spent</p>	
6	Management Update	Events Photography Social Media	
7	Portfolio Updates	<p>News:</p> <ul style="list-style-type: none"> - People are working on longer form articles. Hoping to have some really good pieces out next week. Also have two (kitchens and scurvy) slightly tongue in cheek articles coming out. - Juliette and I are organising a meeting with James next week. <ul style="list-style-type: none"> - I want to ask him if we can sit down with Hinchcliffe or someone because of increasing accusations of misinformation from ANU against ANUSA in particular. - Increasingly clear that there's some deadweight in the team. Planning to clean house over the summer: Dan, Thomas and Shannon (last two will likely have to be asked to leave). Thinking of re-working the SI role because the MOU leaves wiggle room for unsatisfactory work. 	

8	Editor in Chief Elections	<p>Rose, Alex, Saad, Karolina eligible for EIC</p> <p>Rose nominates</p> <p>Rose elected uncontested</p>	
9	Increasing sub-editor honoraria	<p>I think we should, at the least, talk about increasing the pool of honoraria available next year. This increase should be over and above the CPI because I think a lot of people have put in a lot of work and while they mightn't join for the money, it's only right that we reimburse them fairly.</p> <p>As for this year, I think we should throw some sort of party, something that we frame as a bonus of sorts.</p> <p>These are follow-on ideas opened up by Rose's raising of this topic last week.</p> <p>Alex</p>	
10	A late addition to the mag	<p>Just flagging that we have what I think will be a very big article coming out soon and I'm going to attempt to squeeze into it the mag. Art is ok with this, but just briefing everyone.</p>	
11	Changes to Financial Policies	<p>Old and New Proposed Policies</p> <p>Motion: "To replace the previous Accounts Receivable, Expenses and Reimbursements and Financial Oversight and Reporting policies with the new policies respectively."</p> <p>For: 8 Against: 0 Abstentions: 0</p> <p>Status: Passed</p>	
12	SSAF Reserve Pool	<p>Matthew: I received an email from James Brann's executive assistant yesterday which basically says that you can apply for reserve pool funding if you have overspent your budget. I am trying to work out exactly what we can do about this and will have a meeting with James Brann if necessary to try to get us some money from the reserve pool because clearly this is an awful way to distribute money and incentivises us to</p>	

		overspend our budget. My current idea is to say that we have a projected overspend of \$25,000-\$30,000 by the end of the year but that a lot of those costs are coming in late (website development, SCRIPT, edition 6, new computers) hence we currently have an underspend.	
13	Board Handover	<p>Motion: "That the members of the Semester 2 2022 Board will work collaboratively on a written Board handover which will be made available to the incoming members of the Board at least 1 week prior to the Semester 1 2023 Board Retreat."</p> <p>For: 8 Against: 0 Abstentions: 0</p> <p>Status: Passed</p>	
14	Radio Editor Casual Vacancy	Matthew: I think we need to get onto this, if we open nominations tomorrow and give people until the 21st (Friday week 11) to nominate, then we can do interviews between the 22nd and 26th then choose at the Board meeting on the 27th to announce along with the elected Editors on the 28th (Friday week 12)	Announce vacancies on 11/10/2022
15	Lanyard	Matthew: Rose and I are working towards putting in a lanyard order soon to spend the rest of the merch budget.	
16	EOFY Spending	<p>Current budget spending</p> <p>Cleaning Expenses: New vacuum for the office since current one is relatively inaccessible in the storage room and we wouldn't want to put the current one in the office</p> <p>Events: open mic and team party</p> <p>Software and Equipment: drive storage, potentially iPad, professional service to TV server if needed, new camera?</p> <p>Equipment:</p> <p>Printing: edition 6, binding of previous years' magazines</p>	Alex to look Otter.ai

		<p>Website maintenance and support: new website - need to get this spent ASAP</p> <p>Misc: PO box?</p> <p>Professional development:</p> <p>Leadership development: board dinner</p> <p>Merchandise: lanyards</p> <p>Office supplies: new mugs and cutlery?</p>	
17	RiotACT article	https://the-riotact.com/meet-the-humans-behind-the-humans-of-canberra-telling-the-extraordinary-stories-of-ordinary-locals/598917	
18	Honi Soit Letter		General message
19	Term Deposit	<p>Motion: "To renew the current term deposit (BSB: 062-903, Account Number: 50223034) with the Commonwealth Bank at 3.35% p.a. for 18 months with \$60,000 invested."</p> <p>For: 8 Against: 0 Abstentions: 0</p> <p>Status: Passed</p>	
20	Discord update (Karolina)	Add another channel in the #Woroni channel	Matthew to add notice board channel with only Editors able to post in channel