

WORONI

Meeting: Thursday 20th 6:00pm			
Meeting Venue:	Office, Zoom		
Meeting Opened:	6:05pm		
Meeting Closed:	7:54pm		
Present:	Virginia Plas, George Hogg, Charlie Crawford, Jasmin Small, Matthew Box, Rose Dixon-Campbell, Alex Lane		
Minutes:	Charlie Crawford		
Apologies:			
No.	Item	Action Items	
1	Acknowledgement of Country	Charlie	
2	Previous action items	Organise election workshop Editors to collate their website feedback in documents and relay to Rose Charlie and Matthew make comments on Alex's election regulation notes	
Standing Items			
3	Minutes Approvals	Motion to approve the minutes from the board meeting of the 13th of April For: 7 Against: 0 Abstain: 1 (Virginia)	

		<p>Status: Passed</p> <p>Motion to approve the minutes from the board meeting of the 14th of April</p> <p>For: 8</p> <p>Against: 0</p> <p>Abstain: 0</p> <p>Status: Pass</p>	
4	Approvals	<p>Lizzie will put through Agony Aunt + Crushes approvals</p> <p>Finance Approvals from Matthew</p> <p>EAD Mag Launch - new updates from meeting w Kambri</p>	
5	Finance Update	<p>Business Transaction Account: \$117,491.27</p> <p>Business Online Saver: \$151,868.76</p> <p>Term Deposit: \$60,000.00</p> <p>So ANU paid one of the invoices: \$99,576.40 (40% invoice - still waiting on one more)</p>	
6	Management Update	<p>Social media: Material to promo content sourcing to go up tonight on instagram</p> <p>Working with Alex on weekly news updates - infographics, etc.</p> <p>Tiktok woroni office tour, promo for woroni has a mic</p> <p>Photography: Stock photos over the break, Hima getting an extension on her project, Chris got Yukembruk shots today</p>	

		<p>Events: Voting on food in the event channel for WHAM, still working out tiktok plans for the event. Jeffery working more on masterlist - how to do a FOC form, etc.</p> <p>Website: see item. Every issue has to be raised as a ticket. So sad.</p> <p>Website should be done by semester 2 at the latest <3</p>	
7	Portfolio Updates	<p>Content: Spoke to Kambri, theres a very real chance we can get the gallery for free, but the person needs to talk to someone so that could take a few days. The gallery is free 27th, 1st and 3rd. Leaning toward the 1st so George can attend and do sound.</p> <p>Can everyone pls look at agony aunt and crushes things from last week. They're linked in the agenda. I'll put it in a CAD doc though, and send it through in the approvals.</p> <p>Meeting today went really well, looking forward to getting more submissions to the mag after that social media plug.</p> <p>We have refined our edits process. Drafted message to contributors that outlines new protocol will be sent via discord soon. Essentially it includes a deadline for contributors to have resolved the edits with sub editors and including a clause that makes clear permission to edit is presumed.</p> <p>Art: FoP mag out and about, looking very slay. Had my team meeting, went well. Fuz is on board with the tiktok thing (edit MOU) so will talk to bri about that soon. Also going to count online work for the 3-5 works in the mag run.</p>	<p>Look at agony aunt and crushes from last agenda - will be sent through approvals or last board portfolio update</p> <p>Alex to give Jasmin specific details about ANUSA meeting live tweeting</p> <p>George to send through information for Jazzler upgrade to Matthew to organise</p>

News: Going well. Will have some articles out over the weekend. I think people's SW articles are shaping up, but I also don't think we'll get them done to the timeline, which is ok, just something to include in the handover and remember. Assigned out our first batch of Voice articles which will be good and important that we all scrutinise that quite well. Working with Bri to get a weekly wrap up running which should be good. I was hoping to get a graphic off art that we could post to FB when ANUSA live tweeting starts?

- Please like posts on social media - good for team morale

Radio: huge slay @ Jazler. Upgrading is 895.63\$ (550€) instead of 1600+\$ (999€). Purchasing SOHO, will automatically add a subscription for 1 Year of free updates and technical support. The 1-Year subscription will cost 324.05\$ (€119) per licence.

- Over the mid year break

Meeting tomorrow at 6pm yay where we're going to do some brainstorming for a Eurovision Watch Party. - EAD coming in a week or so

TV: Bob Katter video should be out now! Sharlotte's team has gotten a Schmidt interview (on educational policy)! Hannah Scott from Crawford School is coming in for PD some time in May - she used to be the editor of 7 Regional News in Canberra and I think she'll be able to provide some very valuable insight and training materials

8	Use of Financial Reserves	<p>Based on the amount of money currently in our accounts and the unspent SSAF totals from the audit and some of my own calculations on money which was not received within the correct period, we have approximately \$70,000 in reserves which are essentially just sitting in bank accounts - I think we might as well open a new term deposit with \$60,000, CBA currently offers a 12 month TD with a 4.35% p.a. interest rate which would equate to \$2,610 over those 12 months with a \$60k investment.</p> <p>Alex: No bitcoin? Money hasn't come from nowhere - figured out since last audit which was from last year Can be invested, but has to be notified to ANU which creates difficulty Better off earning interest You cant put new money in term deposits (explains why we would then have two 60k rather than one 120k) High interest savings account - term deposits tend to be higher</p> <p>Motion: "to invest \$60,000 in ANUSM reserves in a new term deposit at the Commonwealth Bank"</p> <p>For: 8 Against: 0 Abstentions: 0 Status: Passed</p>	
9	Appointing Charlie as a Signatory	<p>Motion: "to appoint Charlie Crawford as a signatory to the Association's bank accounts (Business Transaction Account: 062-903 10619894; Business Online Saver: 062-903 10661320 and; Term Deposit: 062-903 50223034) and to issue Charlie a business debit card for the Business Transaction Account."</p>	

		<p>For: 7 Against: 0 Abstain: 1</p> <p>Status: Passed</p>								
10	Keep Stop Start feedbacks	<table border="1"> <tr> <td data-bbox="487 512 1042 579" style="text-align: center;">Keep</td> </tr> <tr> <td data-bbox="487 579 1042 764"> <p>Keep length and thoroughness of board meetings. Likes the level of detail provided and the high level of visibility on team outputs and goings on.</p> </td> </tr> <tr> <td data-bbox="487 764 1042 1113"> <p>Likes high level of communications and updates across channels/forums such as about the working groups and organisational issues (SSAF, elections etc.).</p> <p>Keep compliments in board meetings. Likes the visibility of what other people are doing and thinks it's important for culture.</p> </td> </tr> <tr> <td data-bbox="487 1113 1042 1209"> <p>Good communication about what's coming up, etc.</p> </td> </tr> <tr> <td data-bbox="487 1209 1042 1638"> <p>Structure of the board meetings; thoroughness and length facilitates good discussions.</p> <p>Compliments should be kept but maybe not as regular. Can feel difficult when some portfolios have such rolling regular content compared to others.</p> <p>Editors should remain involved with the management portfolio and come to management team meetings.</p> </td> </tr> <tr> <td data-bbox="487 1638 1042 1709"></td> </tr> <tr> <td data-bbox="487 1709 1042 1780"></td> </tr> </table>	Keep	<p>Keep length and thoroughness of board meetings. Likes the level of detail provided and the high level of visibility on team outputs and goings on.</p>	<p>Likes high level of communications and updates across channels/forums such as about the working groups and organisational issues (SSAF, elections etc.).</p> <p>Keep compliments in board meetings. Likes the visibility of what other people are doing and thinks it's important for culture.</p>	<p>Good communication about what's coming up, etc.</p>	<p>Structure of the board meetings; thoroughness and length facilitates good discussions.</p> <p>Compliments should be kept but maybe not as regular. Can feel difficult when some portfolios have such rolling regular content compared to others.</p> <p>Editors should remain involved with the management portfolio and come to management team meetings.</p>			<p>Make post about office conduct in General discord server</p>
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Stop

Team updates and standing items in board meetings are too long. Move standing items to the end so people can leave.

- Discussion to move to emails (Alex) - Matthew and Rose speaking to past experience with this being inefficient, difficult to fully keep track of, etc.
- More focused at the end of the meeting, moving standing items might make that the whole way through?
- More to talk about with the standing items - questions and thoughts, etc.

Editing of articles doesn't need to have reasoning attached to it, you can just make edits.

Approach with questions rather than assumptions.

Board meetings could be more succinct by limiting the banter/off-topic discussion.

Office conduct from board members needs to be more professional. Discussions of mental health, eating disorders, sex lives, relationships etc maybe needs to be censored in the office.

- Acknowledge the context
- Recognise the people that might be listening or how in depth the discussion may be
- Difference between abstract and personal - where to draw the line within the office specifically
- Common sense approach for what is acceptable vs. what is too comfortable

Start

More thorough proofing of grammatical errors and style guide issues at CAD stage so it doesn't affect proof so much.

Compliments at board feel too forced, Suggestion to do something 'more natural' or cut it out.

- Consider saying it when it comes up
- Make it optional so it feels more organic
- Make it a culture of doing it so it still occurs
- Fortnightly - amend agenda

Other board members need to be more open in team updates about personnel and productivity issues. As directors it is our legal responsibility to be across the goings on of the Association. There needs to be discussion of issues in team updates.

- Knowing more about individual team members better for us as editors in the long run

More responsiveness from the photography team. Finding it quite frustrating to deal with as often there is no response.

- Rose intervening with Oskah - difficult situation, needs to be more intervention from outset
- Rehiring?

Content pieces need to be going up on the website. Upload magazine pieces to the website and get online output happening.

- Team has been spoken to
- Favourites from FOP picked, Euphoric will also be chosen
- Coordinated by Holly and Bri, as well as whole team discussion on what's going up

		<p>Finds the level of information and notifications coming through via discord at all times (because everyone has different schedules) a distraction to study/work. They will personally start limiting their notifications across channels.</p>	
11	Election workshop run sheet + details	<p>5-6pm Tuesday the 25th of April</p> <p>Election Workshop Run Sheet</p> <p>The points that I've put under each Editor speaking period are just broad things that we can change. I think every editor should aim to hit the same points in their section (and can speak more beyond the essential info as they wish) but let's workshop what these points should be.</p> <p>Please make sure to push the event with your teams, even if they know they don't want to run right now. Also please get them to put some questions for editors to answer in the google form.</p>	
12	Editor handovers	<p>Make sure everyone who may potentially be vacating their positions has written a good handover for their successor.</p> <p>Previously (not in my lifetime on the board but I have found evidence of it in my drive) all the handovers have been collected in the EIC/editors drive. I think we should reinstitute this.</p>	

13	Update on policy working group timelines	<p>Aim to pass high priority policies board meeting of week 10?</p> <ul style="list-style-type: none"> - Amendments, Corrections and Retractions; Ethical Reporting on Sexual Violence; Approvals and Content Warnings - Asset Management and Inventory and Equipment Hire <p>Aim to pass medium priority policies board meeting of week 12? (or extraordinary board meeting)</p> <ul style="list-style-type: none"> - Autonomous Publications Policy and Collaborative Publications Policy (SCRIPT) - Advertising; Intellectual Property; Office Conduct and Social Media and Communication - Fraud Management 	
14	Honoraria process and ensuring your sub-editors are satisfying their MoUs	<p>Honoraria 0-10</p> <p>1-4 = under fulfilment of MOU</p> <p>5 = fulfilled MOU to the letter</p> <p>Some MOUs have quantifiable MOUs, whether that is content, hours dedicated per week</p> <p>Be prepared to justify your allocation to every sub editor</p> <p>Everyone be at week 12 meeting - go through all honoraria</p> <p>Goal is for everyone to get a 5</p> <p>30% in honoraria budget</p>	Send through honoraria information to rest of Board - to talk about next meeting
15	Website		Rose to follow up on discord

17	Tiktok again	<p>Virginia: wanted to check whether any working groups have considered tiktok approvals process?</p> <p>If not, can we motion that an editor should be able to approve and post tiktoks made by their teams? I think this would speed up the process a lot, especially since art is making tiktoks more regularly than tv at the moment.</p> <p>Approvals policy needs to be amended - Tuesday meeting</p> <p>No current policy of social media posts needed approval - in line with other teams</p> <p>Motion: Any editor can approve social media posts from a sub editor in a team they are directly responsible for without approval from other editors”</p> <p>For:8</p> <p>Against: 0</p> <p>Abstentions: 0</p> <p>Status: Passes</p>	
18	ANU Security	<p>Is there anything more we can do to get them to do card access? TV is still having issues</p> <p>Security has said you need an email from EIC -</p>	<p>virginia to prompt over the phone, Rose to send another email to reagitate</p>