

WORONI

Meeting: Monday 19th June 6:00pm			
Meeting Venue:	Office, Zoom		
Meeting Opened:	6:01pm		
Meeting Closed:	7:09pm		
Present:	Alexander Lane, Rosie Welsh, George Hogg, Lucy Spencely, Matthew Box, Charlie Crawford, Jasmin Small		
Minutes:	Charlie		
Apologies:	Lizzie Fewster		
No.	Item	Action Items	
1	Acknowledgement of Country	Alex	
2	Previous action items	Intellectual property policy - Charlie Handovers done?	
Standing Items			
3	Minutes Approvals	N/A - Last minutes approved at last meeting	
4	Approvals	Videos on TAD	

5	Finance Update	<p>Business Transaction Account: \$14,029.84</p> <p>Business Online Saver: \$227,335.28</p> <p>Term Deposit 1: \$60,000.00</p> <p>Term Deposit 2: \$60,186.41</p> <p>Paid \$12,277.68 sub-editor honoraria, \$222.32 remaining to be paid once remaining sub-editor gives their details and I can pay outstanding honorariums</p> <p>Paid \$978.75 for Jazler SOHO</p> <p>Paid \$462.56 for soundproofing for radio studio</p>	
6	Management Update	<p>Social media: Charlie will now be managing socials.</p> <p>Bri and I have big goals. Watch this space. Bri to be rehired. Obv</p> <p>Photography: I will not be re-hiring the photography team, and instead hiring a whole new team. In the meantime, Virginia showed me how to take photos and upload them (complex stuff) so I can help support others (mainly News) over the break until hiring.</p> <p>Events: Environments mag party slayed. Jeffrey stay on, Arabella not going to stay on</p> <ul style="list-style-type: none"> - See what jeffrey thinks about hiring another person to replace Arabella <p>Website: I'm reviewing the work later this week, and I'm going to try get a firm ETA for the website. Lucy and Rosie, if you're particularly interested, we can schedule an update, but successive Editors have approved of the designs.</p>	Matthew to update passwords as noted on RDC's password sheet.

		<p>EIC updates: Passwords have been changed, and yes they are themed. Let me know if the password on the sheet is not working, btw its the password furthest to the right that is correct. If you really want to change a password feel free, but you absolutely must change the sheet too.</p> <p>I'll be sending an email at the end of this week to remove office access for Editors and sub-editors are leaving, thank you to Jas and Rosie for updating it already.</p> <p>The exec shall be cleaning the office soon, get your shit if you haven't.</p>	
7	Portfolio Updates	<p>Content:</p> <p>Art: Enviro is out, scandal stuff is getting worked. About to work on bush week work. Informal rehiring after bush week stuff so like 28th.</p> <ul style="list-style-type: none"> - Keep some aside just in case scandal isn't ready <p>News: I have sent a message to my team indicating that I am planning on doing informal re-hiring interviews with everyone (except for my SR Zelda). These should be done by secondish week of July.</p> <p>Radio: Welcome Lucy and Rosie to the board! Tomorrow morning I will be interviewing Chri\$tian Gate\$ for the Woroni Artist Series. I'll do the write up while I'm flying so expect the RAD by friday.</p>	

		<p>Cate is doing podcast uploads so if you see her around in the office say hi. I've accidentally made myself a hiring nightmare but that's my problem</p> <p>TV:Google doc for intentions to stay on from current team, rehiring but also new people. Working on approach to short film team re: remaining videos on TAD</p> <ul style="list-style-type: none"> - TV news is TV domain 	
Meeting Items			
8	Introductions		
9	Lucy COIs	<p>ANIP Position</p> <p>American Embassy</p>	
10	Rosie COI's	<p>Work at the Department of Prime Minister and Cabinet in a position that gives me access to a lot of protected info (basically anything going to cabinet). I formally have the education portfolio which means I cannot be the attributed reporter on anything Uni accords/federal education policy related. Alex and I have discussed how to handle this briefly during handover, but we are thinking anything I write federal education wise will be attributed to "News Team" (which we have been doing last sem), and Alex or someone else in exec will post to schmidtposting. I still feel comfortable writing and doing edits for these stories, but APS guidelines mean I shouldn't publicly identify my own name with them if that makes sense!</p>	-

Also used to be a member of Young Labor and the Centre Coalition (labor right), but never went to a meeting and stopped attending any events mid-last year. I stopped paying membership last financial year. I ran for CECS representative on a Labor right ticket in 2021 - I got disqualified because apparently my degree was not computer science enough so I never even ended up on the ballot. I've removed election posts from my FB page. One of my housemates (Lily Henke) ran for law rep in 2020 (and was elected in 2021) with the Grindies. My other housemate (Tom Gilbert) ran with Labor right for CBE rep in 2020 and was unsuccessful.

Used to live at Burgmann, and did an IT support role there.

My partner is technically unemployed, but publishes in a bunch of literary journals (think voiceworks, griffith review, etc). Happy to declare specific ones if my role ever crosses over with these publications.

I've previously been very involved in ANU Rocketry and subsequently have a negative relationship with that society. Joined CASS/Philosophy soc in first year but don't do anything within those societies.

My dad is a paramedic and my mum is CEO of a hydrocarbon/energy infrastructure?? company in Western Australia called Fuelfix. Don't really see this being an issue.

11	Bush Week	<p>We did a bit of brainstorming late last semester on events to run in Bush Week. Currently, we've got the Jumping Castle in the works, and I'm going to organise a media event for that week.</p> <p>Would anyone else like to run things? Events will be tasked with the jumping castle so if anyone wants to run an event, they'll really have to work on it themselves.</p> <p>Market Day stall. I've reached out to Clubs Officer to get a hold of the BW coordinator, so hopefully we can get on top of the stall and music (I want it to be better for you than last time George). Last semester we had only the Editors on the stall; did we want to open it back up to sub-eds?</p>	Just editors to be at the stall
12	Merch	<p>What kind of merch do we want to offer? We thought of a few options:</p> <ul style="list-style-type: none"> - Totes IIIII - Water bottles III - Beanies IIIII <p>TOTES AND BEANIES <3</p> <ul style="list-style-type: none"> - Posters (don't have to come from the same budget) - Postcards (don't have to come from the same budget) <p>Printed merch can come out of print budget (as we'd have more left over)</p> <p>Any other ideas?</p>	<p>Totes and Beanies to be merch - Jas design/coordinate design Likely to be received ****28th of June****</p>
13	Board Retreat	Are we all settled on the 21st-23rd of July?	Exec to send through accommodation options

		George and Jas, will you two be prepared to attend remotely if possible?	Charlie to send through bundle of policies for everyone to read
14	Catch-ups		
15	Re-hiring and hiring	<p>As a recap for the current Editors and introduction to the new Editors, there are two parts to deciding your team, re-hiring and hiring.</p> <p>Re-hiring is governed by the policy. At a minimum, the sub-editor must be asked if they wish to continue in the position. The Editor gets to make the decision as to whether a sub-editor stays on. If you decide not to re-hire someone, this must be because you have a better applicant, or a better applicant is highly likely. You have to provide three reasons as to why it is either of these cases, and those reasons must be given to the sub-editor or the Board. In terms of what these three reasons look like, the policy is vague, but it could look like this:</p> <ol style="list-style-type: none"> 1. Sub-editor X in the term met their MOU and is better than sub-editor Y. 2. Sub-editor Y is uncommunicative, while 	

Sub-editor Z is very communicative.

3. Sub-editor Y just about meets their MOU, while other sub-editors and applicants meet their MOU satisfactorily, if not more.

It is my strong recommendation that if you're not going to re-hire someone, you bring another Editor to that conversation.

You can also make positions redundant, but this involves removing the position itself, not necessarily the person. For instance, Rosie will probably make the Senior Writer position redundant. See the [Dismissal policy](#) for more.

Hiring is obviously where you can also shape your team. How do people feel about their team, does anyone think that so many people are leaving that they won't be able to produce content?

We normally do a hiring round for Art and Content, and another for News, TV and Radio? The latter will extend over Bush Week, but I encourage people to conduct rolling hiring. In the past, the standard has been that you bring another Editor to your interviews, please pop messages in the Board chat for people to come along.

It's fairly easy to make application forms on Wordpress. I'm going to run a workshop on how to do this, because I think each Editor should create their own form. We can then make one page with all the forms, so that people can scroll through and see all the positions.

The only advice I'll offer is that when hiring, don't think that more sub-editors

		<p>equates to more output. Often its more organisation, and good management that affects output, and I think we all know that increasing sub-editors impacts the honoraria pool.</p>	
16	MOUs	<p>If you wish to change your MOUs feel free, I just ask that you discuss with the Executive, and alert the Board to it. In the past, Editors have come to Honoraria rankings and realised that there are discrepancies across MOUs. Keeping everyone informed prevents this.</p> <p>In the handover, Rose left a note on some MOUs, so I'll be reaching out to discuss how we can improve certain ones.</p>	
17	Standing Procurement Exception	<p>In line with practice last semester, I will be issuing a standing procurement exception under s 10.2.b of the Procurement for the printing of the mag with CanPrint, this will also apply to any other printing projects - e.g. printing for the end of the year creative anthology</p>	
18	Bank Account Signatories	<p>Motion: "to appoint Alexander Lane as a signatory to the Association's bank accounts (Business Transaction Account: 062-903 10619894; Business Online Saver: 062-903 10661320; Term Deposit: 062-903 50223034; and Term Deposit: 062-903 50233750), to issue Alexander a business debit card for the Business Transaction Account; and to remove Rose Dixon-Campbell as a signatory to the aforementioned accounts."</p> <p>For: 6 Against: 0 Abstain: 1 (Alex) Status: Pass</p>	

17	Finance policies	<p>https://docs.google.com/document/d/15QZB5r1eI7jh8lHYyMKkF9khmQS_eAfvL4nHC2zUuFs/edit?usp=sharing</p> <p>https://docs.google.com/document/d/1gHWAvzX275vA3idtbcGgbAcdpjlHUL2EQeJDpaYo4Bo/edit?usp=sharing</p> <p>Motion to update the Purchases and Debit Cards policy, and to update the Financial Oversight and Reporting Policy:</p> <p>For: 7 Against: 0 Abstain: 0</p> <p>Status: Pass</p> <p>Motion to appoint X as the General Editor with access to the Association's books:</p> <p>For: Against: Abstain:</p> <p>Status: MOVED TO NEXT MEETING</p>	
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