

WORONI

Meeting: Thursday 27th July 6:00pm			
Meeting Venue:	Office		
Meeting Opened:	6:58		
Meeting Closed:	7:00		
Present:	Alex Lane, Matthew Box, Rosie Welsh, Jasmin Small, Lucy Spencely, George Hogg, Lizzie Fewster, Charlie Crawford		
Minutes:	Charlie		
Apologies:			
No.	Item	Action Items	
1	Acknowledgement of Country	Rosie	
2	Previous action items	Look at Lizzie SSAF survey in approvals channel	
Standing Items			
3	Minutes Approvals	Motion: "To accept the minutes of the board meeting of 17/07" For: 7 Against: 0 Abstain: 1 (George) Status: Pass	

4	Approvals	<p>NAD</p> <p>RAD soon <3</p> <p>TAD accord video going through edits, big dish and second short film</p>	
5	Finance Update	<p>Business Transaction Account: \$10,351.08</p> <p>Business Online Saver: \$200,592.89</p> <p>Term Deposit 1: \$60,000.00</p> <p>Term Deposit 2: \$60,373.40</p> <p>Postcards: \$1,758.84</p>	
6	Management Update	<p>Social media: Bri has posted mainly about hiring, one more coming out tonight. Looking at advertising radio show applications. Will talk to Bri about retreat commitments and weekly wrapped. More to come.</p> <p>Lizzie: Bri and Holly are working to put up Enviro and Scandal.</p> <p>Photography: Ben turned up to the media night which is good and the NTEU rally which is good.</p> <p>George: Team photoshoots and headshots.</p> <p>Events: Have assigned Jeffrey to start working on the music event, planning to hold it on campus hopefully in week 5 or 6, looking for some student bands for the event. Re bouncy castle I have had to abandon the supplier we were talking to as they were unable or unwilling to provide the documentation the ANU requires in order to operate an 'amusement device' on campus, I am going to go through the list of potential suppliers and see if there is anyone else however I fear that we</p>	<p>Alex and George to check radio page on new website</p>

		<p>may not be able to do the bouncy castle due to the requirements ANU imposes -> may need a few event idea to make the 5 events.</p> <ul style="list-style-type: none"> - Week for mag launch start thinking <p>Website: Going live next Tuesday!!! Unless people have concerns. I will spend Wednesday figuring out WordPress. Disruption should only be for a few minutes. Thinking of running a workshop on Thursday/Friday for us to figure stuff out.</p>	
7	Portfolio Updates	<p>Content: 12 interviews over Friday, Saturday and Sunday. Claudia and Aala were promoted to senior. Timeline for Mag - prompts up today (27/07), Claudia to collate and put on Schmidt posting. Deadline 10th of August, One month between receiving CAD (21st of August) and printing (week 8). After CAD prompts will go out for final edition (Theme is undecided)</p> <ul style="list-style-type: none"> - Proof will come out midsem - Final will be out 27th of October <p>When Mag Launch?</p> <ul style="list-style-type: none"> - Friday Week 8 - 5pm? 29 Sept <p>Alex: advertise submissions post, needs to be posted by Woroni account, Claudia to send to someone in socials to post</p> <p>Art: Scandal is big big slay. So far hiring is going well, theres a couple applicants who are amazing (woo). Started unsettled aesthetic, also lowkey rad stuff. Also looking into materials for the art wall. (I will be away this weekend just a warning) FB</p>	EAD - Mag Launch 29th September for Unsettled

banner is a divider and feminine wiles.
Away this weekend :)

News: Hiring is going slay, interviewing reporters + seniors. Trying to get through two articles (which I have ended up writing rip). Going to strike today, assigned Sam a piece on the interim uni funding report. Sent antony green a cheeky message for professional development, and also organising a time with ABC canberra on either the 16th or 17th - we've got a slot for 20 students and they were keen to have some tv/radio ppl as well

- Advertise PD to the team!!!!
- University rankings article will come out soon. 9-11 or 11-1, will be sometime that week
- Very open to another date if we get lots of people keen

Radio: we have had more applications for shows in the past 3 days than we had all of last sem which is so freaking exciting!! Staff hiring is going well, hoping to have everyone hired by Monday so we can start broadcasting Tuesday (suffering). RAD #1 on Sat night probably.

Had meeting w/ Jeffery this afternoon about music events, got two planned; a live music night and woroni hottest 100 (more on those when we get some more organising done) (Week 6 or 7)

WAS - gonna do transcripts for previous ones + Liz interview w/ artist - WAS?

- Will be apart of it - Lizzie just needs to write out interview
- Alex Sloan PD - Radio journalist. Invitation extended to news and tv if keen?

		- TV: Applications - 11 including current team. 5 are external. Charlotte and Sarah refilming part of accord video. Removing/Changing short film team due to quality and output concerns	
Meeting Items			
8	New Lucy COI	ANIP Placement - US Embassy in Public Affairs, upcoming internship department of infrastructure (national broadcast sector) Office assistant job with AEC Former Wright Hall Resident	Charlie to update conflicts on website
9	Financial Oversight policy	Following feedback, we've decided to remove the General Editor on the books, unless someone really wants to be there. We're looking into other ways of oversight at the moment. Changes to policy to enable this Motion: "to accept the changes to Financial Oversight and Reporting Policy" For: 8 Against: 0 Abstentions: 0 Status: Pass	Matthew to change policy
10	Onboarding	New and current sub-editors need to sign their MOU. You then need to put their details into the office access spreadsheet and I will send out office access emails soon. All of this can be found in the Editors drive under admin Office access sheet	

11	Board Retreat follow up	<p>[REDACTED]</p> <p>These are the Board Retreat notes. To be done by end of next week is:</p> <ul style="list-style-type: none"> - Begin work on the art installation <ul style="list-style-type: none"> - Need dimensions - Get a process up and running for weekly wrapped social posts - Delegate mag distribution (see below item) - Title our events. (Next Board meeting although I'll put event ideas below) <p>Event ideas: <i>Media night</i>, Mag Launch, Music Event, Hottest 100, Walkley event.</p> <p>I think Bush Week has gone really well. Market Day turnout was good, there was definitely interest in positions, so keep your eyes peeled for applications (and maybe emails from people). We spoke previously about wanting people to know who we are and I was surprised at the number of people who use our art or love reading us. I take this as a reminder that our physical works receive a much broader readership than online content.</p> <p>The media night went well, although I would have preferred higher turnout - for future events we had 65 people interested and around 20 people showed up.</p> <p>On the privilege of choice, it would be great to run reviews of revues.</p> <ul style="list-style-type: none"> - Womens Revue - Flag in interviews for Content 	<p>Event titles brainstormed</p> <p>Charlie to work w Bri on weekly wrapped</p> <p>Jas to develop layout for series of A3,A4 and A5 posters (?)</p>

12	Mag Distribution	[REDACTED]	Mags fully distributed by Monday
13	Meeting with James	I'll be meeting with James next Wednesday to discuss some things regarding our reserves and historic SSAF underspends. I will be presenting a few goals/plans to reduce any potential underspend and the next few items on the agenda will inform that discussion to an extent	
14	SSAF Underspend Update	Came out today. We got some of our allocations Makes an issue with remaining money in budget SSC Thursday Week 2	
15	Expenditure Planning	Training - defamation for editors, news and content teams, radio features exec - Week 4 and Week 4 DJ decks - Upgraded version of current decks: 4k - Best we can get: 6k Quality endorsed by fiction. George knows people that know how to use these types of decks already Camera equipment. Advertising. Can bump both radio show applications and content prompts. Cricut - \$500, and then various equipment to use with it	Alex to sit down with Lucy and discuss camera spec requirements. George to send two quotes to board to look at / approve

		<p>Scanner - hard to find one that is not also a printer</p> <p>Waiting for a quote to fix record players</p> <ul style="list-style-type: none"> - The factory audio <p>Rosie: question about creative commons - please equipt creative and photography team with what they need to be able to have photos of what we need</p>	
16	New Communications Editor Proposal	<p>Matthew: new Board member to take on the management of what is currently called the 'management team' which would convert into the 'communications team'.</p> <p>Since I started in the exec the management team has gone from being one social media sub-editor and one photographer into (ideally) a senior and sub-ed for social media, 2-3 photographers and a senior and 1-2 events officers bringing it into the realm of a full team (total of 2 seniors and 4-6 sub-eds).</p> <p>The exec doesn't really have the capacity to do the admin work of the association and jointly run a team and the joint running of the team in some respects makes (in my opinion) the management of the team somewhat difficult and confusing for sub-eds and other Editors.</p> <p>The new Board member would be able to devote their time to managing the team properly which would have a few benefits 1) easier access to these 'support' teams for other Editors, 2) better coordination between the teams and 3) more concrete communication</p>	

		<p>and management lines for the team to one Editor.</p> <p>This would also give the exec the capacity to do the admin side of the Association as best they can and be available to support all Editors to a reasonable standard while maintaining a modicum of a balance in their lives rather than sacrificing one of these things (which inevitably ends up being balance in their lives).</p> <p>Not looking to agree to the exact wording to be changed in the Constitution but would like to see if the Board would be supportive so that I can discuss this with James next Wednesday.</p>	
17	OGM 2 2023	<p>Tuesday Week 3</p> <p>Email or add report to agenda by Thursday Week 2</p>	
18	Team Lists		<p>Charlie to make form for photos, names, pronouns and bank details</p>

