

WORONI

BOARD MEETING MINUTES:
Monday 6 February 2017, 1.00pm

Meeting Venue:	Retreat
Meeting Opened:	2.30PM
Meeting Closed:	2.52PM
Present:	Bronte McHenry, Finn Pedersen, Joanne Leong, Kanika Kirpalani, Kat Carrington, Oscar Jolly, Alex Joske, Laretta Flack
Apologies:	

No.	Item	Minutes	Action Items
1	Acknowledgement of Country	Bronte	
2	Confirmation of Previous Minutes	Done outside of session.	
3	Previous Action Items:	<p>Bronte, Laretta and Alex: organise style guide.</p> <p>Bronte: make amendments to the policy.</p> <p>All: vote on Approval Policy at next board meeting</p> <p>Bronte: change fonts</p> <p>Bronte: send email with template MoU</p> <p>Bronte: create O-Week key events calendar</p>	<p>Needs more work.</p> <p>Done.</p> <p>Do in next meeting.</p> <p>Done.</p> <p>Done.</p> <p>Almost done, just waiting on some colleges to reply.</p>

Print

4	News Update	We have five or six stories which should come through for edition one. NBN rollout plan Chifley level 3 will be open 24/7 School of Chemistry cuts Trump's Visa Changes ANU Parking Talking with members of the team individually.	
5	Content Update	Everything is coming along pretty well. Content with Indigenous pull-out is drafted just needs editing. One more piece from Kieran.	Lauretta: work out plan for sub-editor training. Lauretta: make MoUs.
6	Creative Update	We're getting illustrations for this edition ready. Still working on layout of paper.	
Radio			
7	Radio Update	Sub-editors have been hired, all equipment ordered and ready. Working out how to get contributors involved, working on inductions sessions.	
TV			
8	TV update	We have our first video on the way, Brian's pizza tutorial. TV handbook is being worked on. Sorting out schedule for O-Week. Hopefully promo for FNP. Inventory needs to be sorted with a system.	
Finance			

10	Finance Update	<p>Business Transaction Account: \$102219.20 Business Online Saver: \$3839.93 Term Deposit: \$60,000.00</p> <p>Understand all the systems. Limited Brendan admin's duties. Re-invested the \$60,000 into 12-month compound. Relationships being established with Transit Bar and ANU Bar.</p>	
Administration			
11	Administration Update	<p>Hired a few more people: event guide sub- editor, social media sub-editor. Have one more interview to do for admin assistant.</p> <p>Have sent emails to connect Woroni Photography and Radio with residential colleges and halls.</p>	
Agenda Items			
12	Planning Retreat	Constitutional reform. Activities.	
13	Contributor Policy	Discuss out of session.	
14	Style Guide	Work on it over Retreat and vote on it in the next meeting.	Bronte and Laretta: work on Style Guide. All: vote on Style Guide at next meeting.
15	Website Update	Meeting went well with ED. Went through board member responses. ED team have unified understanding of our basic structure and aims, and will be finished next step by the end of this week.	

16	Bank Account Motion	<p>"Business Transaction Account – BSB: 062903 Account Number: 10619894 To be put on as signatory: Finn Pedersen</p> <p>Method of operation: 1 signatures required to move funds from account Finn Pedersen to be given Netbank and Card access on the Business Transaction Account.</p> <p>Netbank details and/or card/s will not be shared and the card will only be used by the person whose personal name appears on the card.</p> <p>Business Online Saver – BSB: 062903 Account Number: 10897341 To be put on as signatory: Finn Pedersen Method of operation: 2 signatures required to move funds from account</p> <p>Term Deposit – BSB: 062903 Account Number: 50223034 To be put on as signatory: Finn Pedersen Method of operation: 2 signatures required to move funds from account"</p> <p>APPROVED UNANIMOUSLY</p>	
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