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**Adelaide University Law Students’ Society Incorporated (AULSS)**

**Committee Meeting 3 - Minutes**

to be held at 6:00pm on Monday 1st May 2023 in Ligertwood 231

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| **1** | ***Meeting Open*** | **BL** |

Bryan opened the meeting at 6.05pm.

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| **2** | ***Acknowledgement of Country*** | **BL** |

Bryan read out the acknowledgement of country.

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| **3** | ***Attendance*** | **BL** |

In person: Bryan Lau, Felix Eldridge, Henry Allen, Patricia Papathanasopoulos, Sophia Tait, Natalie Nimon, Minha (Minnah) Butt, Eton Williams, Christos (Lucas) Michaels, Leah Schlein, Zeyang (Aiden) Wang, Lydia Mel, Emma Colovic, Henry Lewis, Cerys Davies, Kush Goyal, Eleni Sarantou, Yurui (Rui) Jiang, Grace Jin, Kathryn Jannes, Chris Mary, Holly Saberton, Salma Mansurwala, Lili Caltabiano, Charlotte (Charlie) Hayes, Angela Carlisle, Jennifer Lamb, Ikhwan Fazli Bin Adi Bokharee, Georgia Chiswell, Isabella Burgess, Harry Passehl, Laila Dinan, Tammy Tran.

Online: Chye Hui (Samantha) Kuan, Aryaman Mehta, Ruby Stewart, Hamish McNamara, Chloe Rungie, Alannah Begbie, Deeptanshu Sharma, Bhoomika Trivedi.

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| **4** | ***Apologies*** | **BL** |

Valid apologies: Jessica March, Evelyn Walker, Minh Tran, Jarod Eddy.

Absences: Xavier Mackie.

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| **5** | **Minutes of Previous Meeting** | **BL** |

**Motion:**

That the signed Committee minutes for the Committee Meeting dated 27th March 2023 be approved as a true and accurate record.

Moved: Rui

Seconded: Natalie

Carried unanimously.

Felix briefly noted that the minutes for Committee meeting 1 were being amended to reflect an error in the notice provision which is attached to the minutes where the minutes were cited as Executive minutes, not Committee meeting minutes. He explained that normally he would not seek to have minutes amended, however for anything such as noting the correct notice period then it was important to correct the record.

**Motion:**

That the amended Committee minutes for the Committee Meeting dated 6th March 2023 be approved as a true and accurate record.

Moved: Bryan

Seconded: Lucas

Carried unanimously.

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| **6** | **President’s Report** | **BL** |

Cerys entered the meeting at 6.06pm.

Bryan welcomed Eleni as the new Director of Education, and the two first year representatives Laila and Tammy.

Bryan notes that the updated Grievance policy has been passed by the Executive.

Bryan notes that there are 10 law firms that are participating in the uniform clerkship scheme including two new firms TGB and Wallmans, however not Mellor Ollson, due to ‘low numbers of applications’.

Sofia suggests that justification is that they are don’t have roles to give away. Lucas responds that this is because the last round of people were not good. Bryan suggests it is that the people selected last year were poached by other firms.

Bryan informs the Committee that the ALSA conference will be held at the university of Sydney and that the AULSS will be sending two delegates which shall be himself and Patricia. He flags that registration prices have more than doubled for the conference. For reference, last year’s package was about $365 per person, however the early bird package for all delegates and competitors this year was $730, with $750 being the regular cost. He advises that the Executive will be discussing how much the AULSS is willing to reimburse the competitors and delegates this year, and that hopefully a decision will be reached by next Monday.

Bryan notes that he and Felix have launched an internal survey for the Committee regarding the operations of the AULSS to seek feedback, and he has received about fifteen to sixteen responses which is more than he thought they would receive. He adds that the majority of the feedback was positive but the areas of improvement included a lack of synergy between portfolios, Directors having too much discretion when running portfolios, and the length of Committee meetings. Bryan notes that the Executive will be looking at ways they can improve in these areas over the rest of the year.

Regarding the lack of a coffee cart, Bryan updates the Committee that the University Infrastructure team is doing a retail review, and that they initially said it would be complete by the end of April, but this has been revised to the end of May. He expresses his pessimistic outlook regarding the chances of actually obtaining a new coffee cart. He asks the Committee if they think it is a good idea to expand the internal survey for the entire law school and include a question regarding the coffee cart to help persuade Infrastructure to do something about it, noting that any public survey regarding the AULSS could lead to a significant amount of negative feedback about the organisation generally. He asks for thoughts.

Lucas suggests that a coffee cart survey would be different because people may also confuse the two surveys and blame the AULSS for the lack of a coffee cart. Lucas says more people are more likely to fill out one coffee cart question than a general survey.

Rui notes that the School admin support area where Alex Jones used to sit has now closed, and asks if the space could be made into a coffee space. Byran notes that the uni is planning to use that space and currently has a different staff team for an unrelated purpose in there.

Patricia, regarding a whole law school survey, notes that a lot of people will not even open an email from the AULSS. She notes that the AULSS needs to consider engagement. Sofia says that even though we may not get a lot of engagement, at least the AULSS can try.

Rui asks whether the AULSS can do a raffle for something small ie a pack of Redbull.

**Motion:**

That the AULSS Committee approve the President’s Report.

Moved: Natalie

Seconded: Lucas

Carried unanimously.

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| **7** | **Vice-President’s Report** | **FE** |

Felix notes that after a slow start, the sales of merchandise picked up to fairly close to 2022 levels in semester 1, with revenue of over $1,600. He does acknowledge that about half of this was in effect used to purchase AULSS branded water bottles which can be sold in future from the office, or alternatively used as promotional items for giveaways.

Felix notes that merchandise will soon arrive for distribution to those that have purchased it, however he does not have the exact date that it will arrive so advises the Committee to sit tight and wait until he notifies them of the date of arrival. Felix states that he will distribute the instructions on how to hand out merchandise in due course.

Felix advises that the Law School Local (LSL) sales have sold about 60 cards thus far which is good, however unfortunately one of the business owners who owned a number of businesses in the program has since withdrawn and taken their participating businesses with them.

Felix notes the formal establishment of the AULSS Volunteer Reward and Recognition program, whereby members of the Committee who perform 20 or more hours of volunteering for listed activities can claim an additional reimbursement at the end of the year of $20. This is to incentivise more volunteering and recognise those Committee members who typically already go above and beyond the requirements of their positions. This program has been established by a policy which notes all of the specific requirements to claim it.

Felix advises the Committee that the Executive has finally approved the revised Attendance Policy which governs the requirements for attending meetings and events of the Society. Felix notes that this policy should be the first place to look for the requirements to attend meetings and events which otherwise are contained in various policies or in the Constitution and thus have been hard to find and distinguish.

Felix finally reminds Committee members to be mindful of how long they keep items in the fridge, warning that things that have been in there for a while will be thrown out.

**Motion:**

That the AULSS Committee approve the Vice President’s Report.

Moved: Minnah

Seconded: Sofia

Carried unanimously.

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| **8** | **Treasurer’s Report** | **MB** |

Minnah notes that of the second round of sponsorships, the AULSS has contacted about forty or so places, only two additional places responded but only bought the cheapest rate of sponsorship on offer, but that she is still going to keep going. Minnah adds that engagement is down with the AULSS.

Minnah provides a further sponsorship update, advising that the presented figures are off by about 4 thousand dollars because of GST which has been calculated into the figure which has artificially inflated it. However, this figure is still fairly good considering it is only halfway through the year. The figure inclusive of GST so far is $36,000.

From a general financial update, Minnah acknowledges the position is not as good as it would ideally be because sponsorship is down from last year and the revenue from Law Ball has not arrived.

Minnah notes the expense breakdown of the Society.

**Motion:**

That the AULSS Committee approve the Treasurer’s Report.

Moved: Natalie

Seconded: Georgia

Carried unanimously.

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| **9** | **Director of Activities’ Report** | **NN** |

Natalie notes the upcoming events of her portfolio, specifically highlighting the Pub Crawl and the Wings for Life on Friday and Sunday respectively.

Natalie notes that the Pub Crawl, run by Kathryn, has performed excellently, with a $477 dollar profit for an event which normally does not make a profit. The tickets sold out for that event.

Natalie notes that Red Bull is doing a Black Bull package. Kathryn has not got a response from them for the final deal, but there will be lots of red bull this Friday at the Pub Crawl. She advises that t-shirts have been handed out today.

Natalie states that part of the AULSS’ obligation to Red Bull is to promote their Wings for Life event. She encourages available Committee members to take part in this charitable walk event. It costs $15, but all attendees receive merchandise, a headtorch and a free red bull. She notes that people can register for these items through Facebook to join the AULSS team.

Natalie adds that the Society that has the most people join out of all participating student societies on campus will be able to claim a donation or other prize, and given that the AMSS and AUES didn’t show up to the information session it is quite likely that the AULSS will win this.

Natalie further notes that Law Ball is less than a month away but is in profit. The AULSS has sold over a thousand tickets, and will stay open until 11th May. Because costs have been covered, every ticket the AULSS sells from now on is more profit. AMSS and AUES will be posting about it again on their social media platforms.

Natalie notes the floor plan of Law Ball and points out the different discounts attendees receive with their ticket. Natalie then goes over the ticket roster and the method of how to wristband / scan tickets. She asks people to download the Eventbrite organising app to be able to use this.

Lucas asks that people be there early on their shift so that the outgoing shift volunteers leave on time.

Natalie notes that for the alcohol free event, Red Bull is giving the AULSS a mocktail bar for free, and the AULSS will try to get some dogs or something for it.

Regarding Law Ball pre drinks, given low interest in it, there won’t be enough people to justify having it. Natalie confirms that the Committee can come in early to get photos before the night starts for other attendees.

**Motion:**

That the AULSS Committee approve the Director of Activities’ Report.

Moved: Emma

Seconded: Kathryn

Carried unanimously.

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| **10** | **Director of Careers’ Report** | **ST** |

Sofia notes that the following day, the AULSS has a collaborative event with 180 Degrees Consulting. She encourages people to register and attend. There will be food.

Sofia then briefly runs through the upcoming events of her portfolio including the Careers and Clerkships Guide Launch event, HSF seminar, Kains seminar, and the Education / Careers Headstart seminar.

Sofia reaffirms the effect of the Attendance Policy as it pertains to attendance of sponsored events. The requirement is now to attend at least two sponsored events per semester, with no valid apologies accepted. There is a list of potential consequences, but the most likely is the withdrawal of the $20 reimbursement claimable at the end of the year for certain AULSS related events or merchandise.

Sofia confirms that these seminars would be more likely to be attended after work, and on Thursdays rather than Tuesdays if Wednesdays are not possible.

Sofia notes that the How to Interview event went really well, asked the presenter to circulate slides. Careers services staff can run mock interviews with them for any area. The Careers and Clerkships guide has had some delays, but it has been completed but still needs to be submitted. Various changes have been made including scrapping testimonials and adding a regional practice section.

Regarding semester 2 plans, Sofia notes that she has been in contact with AALA and HAL. She asks that if anyone has any ideas for this, please let her know.

**Motion:**

That the AULSS Committee approve the Director of Careers’ Report.

Moved: Rui

Seconded: Minnah

Carried unanimously.

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| **11** | **Director of Communications’ Report** | **HA** |

Lucas left the room at 6.56pm

Henry notes that the AULSS is still dealing with Covid. There are different level of engagement, still dealing with it as best the AULSS can. To contrast the issue, while people are seeing the AULSS’ posts, they are not reacting to it.

Henry acknowledges that the AULSS has made changes to the way that portfolios operate, including when they post and how frequently. He has been limiting the amount of posts that have gone up, and trying to post in peak periods. Henry encourages people to stick to what the Communications portfolio have been recommending each portfolio use in terms of times and formats.

Henry notes that balance is now key to maintaining an effective communications strategy, and that no more than three posts should ordinarily be being made per day which is saturation point, and that complying with this seems to have a positive reaction.

Cerys left the room at 7.00pm

Henry L left the room at 7.01pm

Henry asks that each portfolio provides notice for events, ideally 2 weeks at minimum. Henry notes that he did some engagement checks of social media posts over the last few weeks, noting that there have been 11.4 reactions across the entire law cohort (excluding Law Ball) which is very small. Henry stresses the importance of Committee members reacting to posts. Henry asks that people retroactively go through to the end of last month. It helps a lot if there are more likes.

Harry left the room at 7.05pm

Patricia notes that one firm Andreyev has been reposting what the AULSS has been posting, so it means they are looking through our posts and checking engagement.

As a Hilarian update, Kush notes that there is a growing perception that the Hilarian editors are being lazy, adding that the editors are carefully cultivating the first issue. He asks that if anyone has any ideas for a front cover to please let him know.

Harry entered the room at 7.06pm

The IT officer had nothing to report.

**Motion:**

That the AULSS Committee approve the Director of Communications’ Report.

Moved: Kush

Seconded: Grace

Carried unanimously.

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| **12** | **Director of Competitions’ Report** | **PP** |

Patricia thanks her portfolio representatives, noting that it has been a busy season but it is nearing the end of it. She then thanks everyone who volunteered, judged, and the firms for sponsoring the competitions.

Patricia requests that Committee members attend the Open Moot Grand Final, and specifically congratulates Harry, Grace and Kush for their team progressing to that final.

Patricia advises the Committee that the International Humanitarian Law (IHL) Moot has had to be cancelled due to budgetary considerations of sending them to ALSA and of the cost of running the competition itself. She notes that one of the key reasons to make this decision was to maximise the capacity of funding to be allocated to existing ALSA competitors. She further recommends that the AULSS take all possible steps to ensure adequate funding to make sure that all competitors can attend if they do win the competition as the prize to compete in a semester 1 competition is to compete in ALSA and this should not be linked to people’s capacity to afford. Patricia adds that this competition could have been run had the university not suddenly cancelled it.

Patricia congratulates all grand finalists of competitions and then provides a brief reminder regarding the housekeeping rules of the upcoming grand final competitions as these will be held at the courtrooms.

Natlie left the room at 7.14pm

**Motion:**

That the AULSS Committee approve the Director of Competitions’ Report.

Moved: Isabelle

Seconded: Aiden

Carried unanimously.

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| **13** | **Director of Education’s Report** | **TT** |

Eleni briefly notes the upcoming first year mentorship program and encourages people to volunteer to be a mentor. She welcomes the new first year reps Laila and Tammy.

Lucas and Natalie entered the room at 7.16pm

Eleni acknowledges the successful mature student brunch, run by Leah, hosted at Community cafe. Eleni thanks Committee members who helped with election volunteering. She finishes her report by noting that the AGLC seminar went really well, and that the upcoming legal research seminar will be sponsored by LK.

**Motion:**

That the AULSS Committee approve the Director of Education’s Report.

Moved: Natalie

Seconded: Henry

Carried unanimously.

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| **14** | **Director of Social Justice and Equity’s Report** | **HM** |

Hamish notes upcoming events for the Social Justice and Equity portfolio. Specifically, he draws attention to the diversity in the legal profession event which is held on the same day as the George Duncan Memorial Day event. This has been a collaborative event with the SRC and the Pride Club. The SRC have a memorial / afternoon tea by the River Torrens and at unibar.

The AULSS have a few panellists talking about their diverse backgrounds in the profession, but there are still some panellists who are yet to be confirmed. In week 12 on Wednesday the AULSS will have a stress less day in collaboration with the Activities portfolio.

Hamish reflects upon the recent bake sale, noting that there were two different tables across two venues, specifically the Hub and the Ligertwood building. Unfortunately there was another stall in the Hub also selling baked goods at the same time, and there was lower than expected foot traffic overall. In addition, YouX had a free lunch happening that same day. Despite this, Hamish states that it was still a successful event and thanks Holly for organising a donation of the surplus food to a charitable group.

Hamish informs the Committee that with over $1,000 in donations for the Walk for Justice event, this puts the AULSS about 5th in contributions, just above SACAT and just below LK. He notes that Jennifer has done some excellent work running the AULSS sports aspect of the program.

Hamish provides an update regarding the free sanitary products program. He notes that Jennifer has attended a working group meeting with the Gender Equity and Diversity Committee (GEDI) who have got a one off grant to purchase sanitary products, although unfortunately no outcome was reached regarding using university funds to pay for the existing AULSS program. Despite this, efforts will continue with YouX and the University to find a longer term funding model.

Finally, Hamish notes that with IDAHOBIT day coming up, he has been working alongside Anne Hewitt from the Law School for activities and there will be a rainbow paper chain with positive messages written on it, hung from Napier to Liggy, which people can write messages on.

Hamish notes that the volunteering board which is a bit outdated will need to be updated as well.

**Motion:**

That the AULSS Committee approve the Director of Social Justice and Equity’s Report.

Moved: Lucas

Seconded: Minnah

Carried unanimously.

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| **15** | **Other Business** | **BL** |

Felix asks that people to please volunteer to hand out semester 1 merch which will be arriving soon.

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| **16** | ***Meeting Close*** | **BL** |

Bryan closed the meeting at 7.27pm

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| **Notice** |
| In accordance with clause 30 of the Constitution, notice of this meeting was circulated before the Committee Meeting, following consultation with the President. An agenda and related documents for this Committee Meeting were circulated on 28th April 2023. |

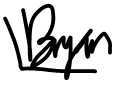
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| **Quorum** |
| In accordance with clause 22(1) of the Constitution, there being at least half of the current Committee plus one, including at least two members of the Executive, in attendance, quorum was present at the time the meeting opened. |

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| **Chairperson** |
| In accordance with clause 24(1) of the Constitution, the President acted as Chairperson. |

Signed by the member who presided at this meeting pursuant to s 51(1)(b)(ii) of the *Associations Incorporation Act 1985* (SA): 

Name: \_\_\_\_\_\_\_Bryan Lau\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_President\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 

Date: \_\_\_\_\_\_\_\_05.10.23\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 