

# Adelaide University Law Students' Society Inc.

## Minutes: Committee Meeting



**Date:** 5 March 2018

**Meeting Opened:** 6:15pm ACDT

**Meeting Closed:** 7:53pm ACDT

**Location:** Lecture Theatre 231, Ligertwood Building, University of Adelaide SA 5005

<b>Meeting called by:</b> Henry Materne-Smith	<b>Minutes taken by:</b> Henry Materne-Smith
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<b>Present (30):</b> Alison Jones (President), Henry Materne-Smith, Azaara Perakath, Sam Leeson, Soraya Pradhan, Sophia Laparidis, Louis Guglietti, Daniel Bartlett, India Short, Tyson Leung, James Williams, Olivia Jay, Mitchell Bruncker, Tim Porter, Jasmyn Tran, Gaida Merei, Elliette Kirkbride, Lucy Burnett, Annabel Bramley, Jasmin Teurlings, Hugo Chapman, Jack Eccleston, Erin Mack, Georgia Penglis, Cloe Jolly, James Lontos, Belal Salih, Nicholas Garbas, Elliott Sarre, Emma Stone
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<b>Valid apologies (0):</b> Alison Gunning, Claudia Boccaccio
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<b>Invalid apologies (0):</b> none
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<b>Not present without notice (0):</b> none
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### Notice

In accordance with clause 29 of the Constitution, notice and an agenda for this Committee Meeting were provided before the Committee Meeting on 18 February 2018 following consultation with the President. Further documents and reports were circulated on 26 February 2018.

A list of all the Committee Meeting dates for 2018 was circulated on 25 February 2018.

### Quorum

In accordance with clause 21(1) of the Constitution, there being at least half of the current Committee plus one in attendance (including at least two members of the Executive), quorum was present at the time the meeting opened.

### Chairperson

In accordance with clause 23(1) of the Constitution, the President acted as Chairperson.

### Executive reports

The Executive provided reports under clause 31 of the Constitution.

## Agenda Items

<b>Item: Statement of Acknowledgement of Country</b>	
<b>Presented by</b>	Alison Jones
<b>Discussion</b>	The Adelaide University Law Students' Society (AULSS) would like to acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

<b>Item: Minutes and issues from the Committee Meeting on 16 October 2017</b>	
<b>Presented by</b>	Henry Materne-Smith
<b>Discussion</b>	No issues were raised in relation to the minutes of the Committee Meeting held on 16 October 2017. The Committee accepted the minutes as true and accurate.
<b>Moved by</b>	Sam Leeson
<b>Carried by</b>	Henry Materne-Smith

## Agenda Items – Executive Reports

<b>Item: President</b>	
<b>Presented by</b>	Alison Jones
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>Welcome:</u></p> <ul style="list-style-type: none"> <li>• One of the biggest AULSS Committees – currently 32 people with 2 more people to come (First Year Representatives) and potentially a further addition subject to constitutional amendments passing.</li> <li>• Alison thanked everyone for coming</li> <li>• Alison reported that 7 Committee members were co-opted over the summer break in accordance with a new, more transparent blind application process. For these positions, the AULSS received 39 applications, which is impressive. Alison welcomed these new co-opted members.</li> </ul> <p><u>O-Week:</u></p> <ul style="list-style-type: none"> <li>• Our stall was present on Tuesday and Wednesday of O-Week, advertising our events and having a presence on campus.</li> <li>• Even though we are not a sign-up society, it was useful to spread the word about our events, etc.</li> </ul> <p><u>ALSA Council:</u></p> <ul style="list-style-type: none"> <li>• Alison reported that she attended ALSA February Council in Brisbane with Sam Leeson, with a focus on competitions.</li> </ul>

	<ul style="list-style-type: none"> <li>Alison advised that ALSA Conference is coming to Adelaide in July, more information to come (e.g. about volunteering).</li> <li>Alison stated that sending two representatives was valuable this time to build relationships and get the most out of the sessions, especially when multiple breakout groups met simultaneously.</li> <li>Alison’s main takeaways involved lobbying and advocacy skills.</li> </ul> <p><u>Law Library:</u></p> <ul style="list-style-type: none"> <li>Opening hours have been reduced and staff changes have resulted in worse outcomes for law students.</li> <li>Alison will be meeting Melissa de Zwart on Thursday.</li> <li>We have refrained from taking action until Alison can discuss the issue with Melissa and ascertain how this happened.</li> </ul> <p><u>Social media engagement:</u></p> <ul style="list-style-type: none"> <li>Our social media engagement is important to our sponsors. We relay our statistics to sponsors.</li> <li>Alison asked that all Committee members please ensure that they like/comment/follow to maximise airtime on Facebook.</li> <li>Everyone should set the AULSS to “see first” for notifications.</li> </ul> <p><u>Open door policy:</u> Unless you’re in an AULSS meeting in the office, please keep the door open during the day if you’re in there!</p> <p><u>Collaboration:</u></p> <ul style="list-style-type: none"> <li>Alison asked if the Committee had ideas for collaboration with other student societies (e.g. AMSS sport/social collaboration)</li> <li>Sophia: AUES collaboration is possible and Sophia has already approached them in this regard.</li> <li>General discussion around ABSS but no conclusion.</li> </ul> <p><u>Election rules:</u></p> <ul style="list-style-type: none"> <li>Alison asked for any ideas or concerns to be sent to her.</li> </ul> <p><u>Website:</u></p> <ul style="list-style-type: none"> <li>Alison thanked Elliott Sarre for his work on the website and Claudia for her assistance too.</li> <li>Additionally, Alison expressed appreciation for Lucy Lokan and James D’Alessandro’s work in 2017.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Sophia Laparidis
<b>Carried by</b>	Belal Salih

<b>Item: Vice-President</b>	
<b>Presented by</b>	Henry Materne-Smith
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>Budgeting:</u></p> <ul style="list-style-type: none"> <li>• The Executive has carried out a budget planning exercise.</li> <li>• Excluding the SJ budget (not yet received), these budgets resulted in an estimated \$14,064.80 profit for the calendar year.</li> <li>• Social Justice will necessarily be a loss-making portfolio, plus we are not-for-profit, so if we appear to be heading towards profit at that estimated level then we will find initiatives to use the money to benefit members rather than drive profits.</li> <li>• Please note these estimations are based on many assumptions and exclude unforeseeable/miscellaneous expenses.</li> </ul> <p><u>Does anyone know any Law School Local venues they could speak to?</u></p> <ul style="list-style-type: none"> <li>• Nick Garbas: we should approach Slick Lobster again</li> <li>• Annabel Bramley: I can talk to Super California – Sophia to message them to investigate re: drink cards/free entry.</li> </ul> <p><u>AULSS Sports:</u></p> <ul style="list-style-type: none"> <li>• Henry discussed preferred sports based on poll results: mixed netball, mixed soccer, mixed basketball, casual running club.</li> <li>• Men’s basketball – James Lontos knows of a team that is quite keen to get involved, although commitment unsure.</li> <li>• Louis: if we have a captain for each team that can manage issues, that will help to ensure we can get enough players.</li> <li>• Henry proposed that individuals have to cover all their own costs because it is not an effective use of our funds to subsidise sports for a small number of participants.</li> <li>• Nick Garbas: jersey costs plus registration payments could add up quickly. AULSS Sports is not fully on its legs yet, so we should consider if it might get too expensive – what if AULSS provides just some form of part subsidisation?</li> <li>• Hugo Chapman: what if the AULSS could cover upfront fees, but then individuals playing each week can pay weekly fees? – Henry agreed that this could be a good and fair system.</li> <li>• Alison Jones: captain can organise the payments too.</li> <li>• Tim Porter: what if enough people don’t come, who will pay?</li> <li>• Cloe Jolly: it can be like regular social sport where it relies on individual participants to arrange themselves. – Henry agreed.</li> <li>• Louis: what if we own the jerseys but loan them out?</li> <li>• Henry to consider the financial implications of a part subsidy once team numbers are more apparent for sports.</li> </ul> <p><u>AULSS Apparel:</u></p> <ul style="list-style-type: none"> <li>• Henry asked whether the AULSS should reproduce the same line of apparel and designs as in 2017.</li> <li>• There was some indication of interest in changing the designs.</li> <li>• Henry to investigate further and bring progress to next Committee Meeting.</li> </ul>

<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Alison Jones
<b>Carried by</b>	Tim Porter

<b>Item: Director of Careers and Sponsorship</b>	
<b>Presented by</b>	Soraya Pradhan
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>Sponsorship:</u></p> <ul style="list-style-type: none"> <li>• Soraya reported on sponsorship revenue and progress so far this year.</li> <li>• Total in 2017: approximately \$38k.</li> <li>• So far in 2018: approximately \$33k with more to come.</li> <li>• Overall, making good progress so far.</li> <li>• Alison Jones observed that this is very good progress.</li> </ul> <p><u>Careers Fair:</u></p> <ul style="list-style-type: none"> <li>• Soraya explained matters surrounding the upcoming Careers Fair and emphasised that everyone should try to attend!</li> <li>• Details: 16 March 2018, 11am-2pm, Adelaide Convention Centre, tri-varsity, we will share in profits (if any) based on attendance.</li> <li>• General discussion of advertising efforts occurred.</li> </ul> <p><u>Careers Guide:</u></p> <ul style="list-style-type: none"> <li>• Soraya reported on progress on the Careers Guide.</li> <li>• Soraya noted the savings by moving to a new printer in Sydney, who is charging approximately one third of the cost of the old printer.</li> <li>• Soraya thanked her representatives and Elliott Sarre for his work.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Sophia Laparidis
<b>Carried by</b>	Tyson Leung

<b>Item: Director of Education</b>	
<b>Presented by</b>	Azaara Perakath
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>First Year Guide:</u></p> <ul style="list-style-type: none"> <li>• Has been prepared and circulated.</li> <li>• General consensus that the design is great.</li> <li>• Almost all 250 copies were given out very quickly.</li> <li>• Azaara thanked helpers and contributors.</li> </ul> <p><u>Afternoon Tea:</u></p> <ul style="list-style-type: none"> <li>• Azaara reported that this event was organised for last Wednesday and was very well received.</li> <li>• Azaara organised Abbots &amp; Kinney to provide some food.</li> <li>• Many people asked about running for First Year Representative, which is a good sign. It was also successful in helping 1<sup>st</sup> year students to get to know each other/the AULSS.</li> <li>• Alison Jones reminded all Committee members to have a presence at AULSS events.</li> <li>• Azaara echoed this in relation to the First Year Drinks Event.</li> </ul> <p><u>Writing and Referencing Seminar:</u></p> <ul style="list-style-type: none"> <li>• Azaara advised that this is taking place tomorrow in the Moot Court. It is to help First Years to do legal problem questions.</li> </ul> <p><u>First Year Facebook Group:</u></p> <ul style="list-style-type: none"> <li>• This has been set up. We are progressively adding members.</li> <li>• Committee members should keep liking the posts to get traction amongst members.</li> </ul> <p><u>First Year Representative Elections:</u></p> <ul style="list-style-type: none"> <li>• Email calling for nominations was sent out today.</li> <li>• Voting will take place next week.</li> <li>• Two new First Year Representatives will therefore join us soon</li> <li>• Alison Jones: this will lead to a Committee of 34 people!</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Henry Materne-Smith
<b>Carried by</b>	Alison Jones

<b>Item: Director of Social Justice</b>	
<b>Presented by</b>	Louis Guglietti
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p>Louis explained the restructure of the portfolio this year to focus on advocacy in relation to the main themes.</p> <p><u>Gender and the Law (first main theme of the year):</u></p> <ul style="list-style-type: none"> <li>• On Thursday 8 March a fundraiser will occur</li> <li>• Erin Mack asked if anyone could assist with baking for Thurs.</li> <li>• Alison Jones agreed to assist in baking</li> <li>• Erin Mack asked about hygiene/ingredients list requirements</li> <li>• Louis: we need everyone who bakes to provide an ingredients list and prevent any cross contamination to ensure safety</li> </ul> <p><u>Walk for Justice (15 May 2018):</u></p> <ul style="list-style-type: none"> <li>• Louis requested that everyone participates this year. Everyone also needs to bring two friends too.</li> <li>• The plan is for everyone to make a small donation and then there's a big breakfast after the walk.</li> <li>• Alison Jones suggested that a sub-committee might be convened to help to organise our involvement.</li> <li>• Louis expressed that the major aim is to generate more funds through grassroots fundraising by the Walk for Justice team.</li> </ul> <p><u>Reconciliation Action Plan:</u></p> <p>Louis outlined his goals with the Reconciliation Plan and flagged that more planning and information will come soon.</p> <p><u>Cloisters and Chill:</u></p> <ul style="list-style-type: none"> <li>• There was interest in investigating running this event again.</li> <li>• James Lontos explained that the timing and advertisement of this event last year was poor, hence its failure.</li> <li>• Belal Salih suggested that the decision depends heavily on how many other events are being held around the same time.</li> <li>• Sophia Laparidis suggested that the event happen during the day, so when people are around campus anyway</li> <li>• Alison Jones suggested that this be deferred to Semester 2 and could be rolled into another set of events; will ask Melissa about hiring the New Colombo Court as a venue.</li> <li>• Nick Garbas noted that the weight restrictions may prevent the courtyard from working, but there are other potential places.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Sophia Laparidis
<b>Carried by</b>	Sam Leeson

<b>Item: Director of Competitions</b>	
<b>Presented by</b>	Sam Leeson
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>Progress report:</u></p> <ul style="list-style-type: none"> <li>• Sam reported that his team has been contacting judges since January. Nearly all spots have been filled.</li> <li>• Key members of the profession are on board to judge.</li> <li>• Rooms are booked.</li> </ul> <p><u>Jessup:</u></p> <ul style="list-style-type: none"> <li>• Sam Leeson and Alison Jones congratulated the Jessup team for making the quarter finals of the national Jessup competition.</li> </ul> <p><u>Competitions Information Session:</u></p> <ul style="list-style-type: none"> <li>• Sam thanked Meg Lawson, Tim Porter, India Short, Mitchell Brunner, Gaida Meri and Tom Blokland for speaking at the session. Sam reported that it was very informative.</li> </ul> <p><u>Other competitions:</u></p> <ul style="list-style-type: none"> <li>• Sam noted some external competition opportunities: Allen &amp; Overy moot, an arbitration in India and the AAT negotiation. They are all interesting and people can get involved in them if they so choose.</li> <li>• Alison noted that the AULSS would look to provide financial assistance if possible this year, due to savings from ALSA Conference being held in Adelaide (so lower travel costs for the AULSS to cover) and the Moot Court elective being cancelled.</li> </ul> <p><u>New internal competitions for 2018</u></p> <ul style="list-style-type: none"> <li>• A brand new Mergers and Acquisitions competition will occur in semester 2 with new sponsorship from Barraket Stanton.</li> <li>• A second, higher level mooting competition may also occur in Semester 2</li> <li>• Sam asked for anyone with thoughts or ideas to contact him</li> </ul> <p><u>Executive Members being involved in competitions</u></p> <ul style="list-style-type: none"> <li>• Sam reported that Alison Jones and Soraya Pradhan intend to compete in AULSS competitions (namely Open Moot and Neogtiations) this year.</li> <li>• Alison Jones explained that the Executive met this morning to discuss the President’s involvement and voted to allow it subject to strict protocols to ensure the integrity and fairness of the competition.</li> <li>• The agreed protocols are as follows: Alison won’t be in the AULSS Office on round nights; Alison will delegate any official role in relation to complaints/appeals to Henry as Vice-President; neither Alison nor Soraya will have access to the scoresheets or any relevant documents either in electronic or paper form; Alison Jones will not be involved at all in organising the competition administration or judges moving forward; Alison</li> </ul>

	<p>Jones and Soraya will note any conflicts of interest in the judge draw prepared by the Competitions Team.</p> <ul style="list-style-type: none"> <li>• Tim Porter suggested that in the future, members of the Executive should flag at an earlier time their intention to compete. Tim also noted that the rules of the competitions are not readily available and suggested that those rules be placed on the website for transparency.</li> <li>• Mitchell Brunker stated that he would be interested in hearing ideas as to how we can develop a comprehensive policy on matters like conflicts of interest/AULSS members competing.</li> <li>• India Short asked what Alison Jones’ previous involvement has been in competitions so far this year. – Alison stated that she reminded Sam to act on some matters and recommended three judges, for whom conflicts of interest would need to be declared anyway. Further, Alison noted that she has not had access to relevant problem questions and has had no role in selecting the problem questions.</li> <li>• Mitchell Brunker added that Alison Jones took an active role in some early competitions planning meetings.</li> <li>• Olivia Jay: given that Alison’s role in complaints has been handed over to Henry and there will be no further involvement, there would be no issue in my view.</li> <li>• Erin Mack/Sam Leeson/Tim Porter all suggested that these matters be openly publicised to ensure transparency.</li> <li>• Alison Jones recommended that a policy on Committee/Executive participation be developed this year and that, if any firm restrictions on participation are to be imposed, they should be made clear well before elections for the 2019 Committee.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Sophia Laparidis
<b>Carried by</b>	Henry Materne-Smith

<b>Item: Director of Activities</b>	
<b>Presented by</b>	Sophia Laparidis
<b>Discussion</b>	<p>Deferred to written report with the following additions:</p> <p><u>Year Level Drinks:</u></p> <ul style="list-style-type: none"> <li>• Sophia asked for more people to come</li> <li>• Erin Mack asked if there were Facebook events - Sophia explained that they were only advertised in year level groups</li> </ul> <p><u>Opening Party (16 March, Hacienda):</u></p> <ul style="list-style-type: none"> <li>• Sophia recommended people to buy more tickets.</li> </ul> <p><u>Pub Crawl is coming up too.</u></p> <p><u>Law Ball:</u></p> <ul style="list-style-type: none"> <li>• Date has been set for 26 May 2018</li> <li>• Save the date video is being finalised now</li> <li>• Contract has been signed</li> </ul> <p><u>Wine tour idea:</u></p> <ul style="list-style-type: none"> <li>• Committee expressed general support for this type of event to be held this year</li> <li>• Sophia to investigate further and report back</li> </ul> <p><u>Sophia asked if anyone had any questions or concerns about upcoming events:</u></p> <ul style="list-style-type: none"> <li>• Soraya Pradhan stated that the range of events is really good</li> <li>• Tim Porter asked about the format of the wine tour event</li> <li>• Alison Jones suggested that there be an expression of interest circulated to see what numbers we might get at the wine tour</li> <li>• Louis Guglietti stated that the event ought to be either small and intimate, or large featuring collaboration with other societies</li> <li>• Alison Jones asked whether it should be on Saturday or Sunday (provisionally the 20<sup>th</sup> of October)? – James Lontos suggested that Saturdays are preferable because people can continue their night in the city/recover on Sunday.</li> <li>• Alison Jones also raised the question of whether we charge a small amount and let people pay for the majority themselves (e.g. buying own drinks), or charge a larger amount and provide more (e.g. drinks package included)? General discussion without conclusion.</li> </ul> <p><u>Non-alcoholic events:</u></p> <ul style="list-style-type: none"> <li>• Sophia asked for ideas in relation to non-alcoholic events.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Soraya
<b>Carried by</b>	Azaara

## Agenda Items – Other Business

<b>Item: The Hilarian</b>	
<b>Presented by</b>	Nicholas Garbas
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Nicholas reported that planning is progressing for the year.</li> <li>There will be an incentive system to get more contributions.</li> <li>Nicholas asked if there could be a free ticket (giveaway) to Opening Party to raise the profile of The Hilarian – Sophia/Alison Jones agreed to arrange some sort of prize.</li> <li>Nicholas asked about sponsorship – Soraya confirmed that there is no sponsor for The Hilarian in 2018.</li> <li>Everyone should like posts by the Hilarian/tag their friends to ensure airtime on social media.</li> </ul>
<b>Conclusions</b>	Progress to continue with a view to publishing Issue 1 soon.
<b>Votes</b>	N/A
<b>Action items</b>	As above.

<b>Item: Mature Age Student Representative</b>	
<b>Presented by</b>	Daniel Bartlett
<b>Discussion</b>	Alison Jones and Henry welcomed Daniel.
<b>Conclusions</b>	N/A
<b>Votes</b>	N/A
<b>Action items</b>	N/A

<b>Item: Communications Officer</b>	
<b>Presented by</b>	Alison Jones, in the absence of Claudia Boccaccio
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Alison explained the benefits of Claudia's role – writing posts, event descriptions, providing assistance in addition to Elliott.</li> <li>Alison reminded everyone that Claudia can assist them too.</li> </ul>
<b>Conclusions</b>	N/A
<b>Votes</b>	N/A
<b>Action items</b>	N/A

<b>Item: IT Officer</b>	
<b>Presented by</b>	Elliott Sarre
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Elliott provided a brief update of the latest IT matters to arise.</li> <li>If anyone needs any graphic design work, they should feel free to contact him, but please give him a reasonable level of notice!</li> <li>One matter, relating to WordFence security, has arisen – Elliott is looking into it. It seems we have temporarily lost the login.</li> </ul>
<b>Conclusions</b>	N/A
<b>Votes</b>	N/A
<b>Action items</b>	N/A

<b>Item: Other announcements as may arise</b>	
<b>Presented by</b>	Alison Jones
<b>Discussion</b>	Alison congratulated Azaara and Mitchell for making the grand final in the Vis East Pre-Moot. This is a really great achievement. They are heading to Hong Kong this weekend.  Alison reminded everyone that the General Meeting would now occur.
<b>Conclusions</b>	N/A
<b>Votes</b>	N/A
<b>Action items</b>	N/A

**Meeting closed at:** 7:53 pm ACDT

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

Name: \_\_\_\_\_

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

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

Date: \_\_\_\_\_