

# Adelaide University Law Students' Society Inc.

## Minutes: Committee Meeting



**Date:** 23 April 2018

**Meeting Opened:** 6:12pm ACST

**Meeting Closed:** 7:22pm ACST

**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
<b>Present (31):</b> Alison Jones (President), Henry Materne-Smith, Azaara Perakath, Sam Leeson, Soraya Pradhan, Sophia Laparidis (arrived 6:25pm), Louis Guglietti, India Short, James Williams, Olivia Jay, Mitchell Brunner, Tim Porter, Jasmyn Tran, Gaida Merei, Elliette Kirkbride, , Hugo Chapman, Jack Eccleston, Erin Mack, Georgia Penglis, Cloe Jolly, Nicholas Garbas, Elliott Sarre, Alison Gunning, Claudia Boccaccio, Peter Tantolos Chelsea Chieng, James Lontos, Jasmin Teurlings, Emma Stone, Daniel Bartlett	
<b>Other members present:</b> Sofia Arlotta, Bella Mickan, Claudia Floreani	
<b>Valid apologies (2):</b> Annabel Bramley, Eloise Dibden	
<b>Invalid apologies (2):</b> Belal Salih, Lucy Burnett,	
<b>Not present without notice (1):</b> Tyson Leung	

### Notice

In accordance with clause 29 of the Constitution, notice of this meeting was circulated and uploaded before the Committee Meeting on 21 February 2018, following consultation with the President. A reminder was circulated on 18 April 2018. An agenda and related documents for this Committee Meeting were circulated on 20 April 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 26 March 2018</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 26 March 2018. The Committee accepted the minutes as true and accurate.
<b>Moved by</b>	Alison Gunning
<b>Carried by</b>	Tim Porter

## 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>Alison welcomed Chelsea Chieng to her first meeting.</li> <li>Alison also welcomed three members of the Walk for Justice Sub-Committee who were in attendance.</li> </ul> <p><u>Law Library</u></p> <ul style="list-style-type: none"> <li>Alison reported that the Law Library was unexpectedly closed last Saturday. The reason is unclear. Alison stated that she was going to follow this up to try and prevent a reoccurrence.</li> <li>Alison asked if people were happy with the extended opening hours on competitions round nights. – Tim and Gaida: definitely.</li> <li>[General agreement that the extended hours were beneficial]</li> </ul> <p><u>Law students working behind Law Reception proposal</u></p> <ul style="list-style-type: none"> <li>Alison raised the question of how students would feel if law students worked behind Law Reception – would students be comfortable approaching other students for issues they would take to the reception – e.g. exam remarks, complaints.</li> <li>Tim: this already happens in the Professions faculty.</li> <li>Gaida: law students do not typically see the reception except for serious matters, since most other matters can be taken to</li> </ul>

	<p>relevant staff directly. The Law School is also much smaller and people tend to know each other. Students may not want to discuss issues with a student working behind the reception.</p> <p><u>Walk for Justice bake sale fundraiser</u></p> <ul style="list-style-type: none"> <li>• Alison reported that this initiative came out of a recent Walk for Justice sub-committee meeting, which has been successful and well supported.</li> <li>• Louis: we raised approximately \$120 today and we will continue to sell some more food tomorrow.</li> <li>• Alison: we could look at having more sub-committees in the future, as there are no particular rules about how they operate so they can be very flexible and easy to set up.</li> </ul> <p><u>Equity and Wellbeing Officer</u></p> <ul style="list-style-type: none"> <li>• Alison announced the successful candidate: Eloise Dibden. Alison explained the Executive’s reasons for choosing her as the Equity and Wellbeing Officer, which were in summary: passion, dedication to the cause and clear ideas for the role.</li> </ul> <p><u>ALSA Conference</u></p> <ul style="list-style-type: none"> <li>• Alison recognised that concerns had been raised that Adelaide competitors tend to be at a disadvantage due to us having less time to prepare between the end of exams and ALSA dates than students at other universities. This has been raised with ALSA before. While we can generally argue to avoid direct clashes with exams, it is very difficult to avoid the more general issue of having a bit less time.</li> </ul> <p><u>AULSS Newsletter</u></p> <ul style="list-style-type: none"> <li>• Alison asked if anyone had additions to the newsletters, or other matters that they would like to raise in it – e.g. IT?</li> <li>• [Nobody raised any additional content].</li> <li>• Alison asked for anyone who thinks of additional content to get in touch with her.</li> </ul> <p><u>Transactions</u></p> <ul style="list-style-type: none"> <li>• Henry noted that all AULSS bank transactions since the last meeting were provided to the Committee and explained that any expenditure under \$500 would have been approved personally by Alison. Henry invited the Committee to ask any questions they might have about the transactions.</li> <li>• [No questions were asked].</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Azaara
<b>Carried by</b>	Emma

<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>Finances</u></p> <ul style="list-style-type: none"> <li>Henry explained orally the key financial information found in points 4 and 5 of his written report.</li> </ul> <p><u>New Constitution</u></p> <ul style="list-style-type: none"> <li>Henry noted that the new Constitution was registered and available for download from the website <a href="http://www.aulss.org">www.aulss.org</a></li> </ul> <p style="text-align: center;"><b>[Sophia Laparidis arrived at 6:25pm]</b></p> <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> <li>Henry apologised for not circulating a balance sheet with the reports and instead presented the AULSS balance sheet as at 19 April on the projector screen (<b>attached</b>). The balance sheet was left on the screen for the duration of the meeting.</li> <li>Henry explained that the balance sheet produced by the AULSS accounting software was largely calculated on a cash basis and therefore did not include one significant future item: a liability to pay approximately \$52-\$59k to Adelaide Oval for Law Ball, which is not yet due.</li> <li>Henry noted that this payment would be offset at the time by Eventbrite ticket sales.</li> </ul>
<b>Conclusions</b>	N/A
<b>Votes</b>	N/A
<b>Action items</b>	N/A
<b>Moved by</b>	Sam Leeson
<b>Carried by</b>	Nick Garbas

<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>Clerkship Seminars by James Williams</u></p> <ul style="list-style-type: none"> <li>• The last seminar was well attended and successful.</li> <li>• Alison: the Lipman Karas seminar was great.</li> <li>• Soraya: tomorrow is our Ask A Clerk seminar with a panel of Katie Warner, Jake Kriticos, Azaara Perakath, Esther Phipps and Matt Traeger. They will be able to answer all your questions about clerkships.</li> </ul> <p><u>Next Steps Seminars by Soraya</u></p> <ul style="list-style-type: none"> <li>• Soraya: we have some financial support from the Law School to run seminars on topics that are of interest to students. Does anyone have any topics they would like to see?</li> <li>• Cloe: it would be really helpful to have small, rotating group discussions because you get to meet more people.</li> <li>• [No additional ideas for seminar topics were raised].</li> <li>• Soraya: please send me any ideas you might have.</li> </ul> <p><u>Careers Representatives by Soraya</u></p> <ul style="list-style-type: none"> <li>• The representatives will be running some of their own projects in semester 2 on a few non-traditional areas/topics. Please get in touch if you have interests in these areas, e.g. family law, non-law careers.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Gaida
<b>Carried by</b>	Tim

<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 Representatives by Azaara</u></p> <ul style="list-style-type: none"> <li>• Azaara flagged that the First Year Representatives would be happy to assist anyone who would like help with AULSS work.</li> </ul> <p><u>Survive Exams by Jasmin Teurlings</u></p> <ul style="list-style-type: none"> <li>• Jasmin: an event is planned for week 11 to ease nerves/give some tips. This year we are also considering revamping the event with some guest speakers – e.g. students who have done well, practitioners who can explain that grades are not the be all and end all of Law School. We are also considering a collaboration with Lex Salus to create giveaway study packs. Additionally, we may contact Lorne Neudorf to ask if his dog Ellie could come on to campus.</li> <li>• Azaara: does anyone else have any other ideas?</li> <li>• Alison Gunning: I found a seminar from last year really helpful when the presenters talked about managing stress and tips about things like citation.</li> <li>• Azaara: I agree, we often forget that many first years have never done an exam like this before.</li> <li>• Alison: could we do a take home tips section? – Azaara: yes</li> <li>• Alison: is the event exclusively for first years?</li> <li>• Azaara: no, but a big issue is marketing. How do we attract non-first-years to this event? I will brainstorm making it more accessible for everyone.</li> <li>• James Williams: have you considered approaching PASS leaders for the past students? – Azaara: yes we intend to.</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>	Gaida

<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><u>Social Justice breakfasts by Georgia Penglis</u></p> <ul style="list-style-type: none"> <li>• This event will take place on Wed 9 May at 7:15am</li> <li>• The CEO of Women’s Legal Services has agreed to speak on women and the law.</li> <li>• The Facebook event will be put up this week.</li> <li>• \$25 tickets will be on sale the week before the event.</li> <li>• Alison: the new thematic approach to the Social Justice schedule has been really effective.</li> </ul> <p><u>Walk for Justice Sub-Committee by Louis</u></p> <ul style="list-style-type: none"> <li>• We met last week and now have a Facebook group. It was great to see everyone’s passion.</li> <li>• We had someone from JusticeNet come to the bake sale stall today, which was nice.</li> <li>• If anyone has not registered to walk in the Walk for the Justice, please do it!</li> <li>• Alison: should we make our own AULSS event linked to the Walk for Justice? – Louis: absolutely – Alison: can you check it would not be stepping on any toes? – Louis: no it would not.</li> <li>• The sub-committee is going to continue doing an event every week. We are thinking of raffles, etc. Could we give away a Law Ball ticket? – Alison: I think a better idea is giving away a hoodie.</li> <li>• Louis: we are not winning on fundraising in the university competition, but hopefully we will catch up with the upcoming events.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Alison
<b>Carried by</b>	Jack

<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>Competitions Rules Reform by Tim Porter</u></p> <ul style="list-style-type: none"> <li>• We have had some issues arise this semester due to ambiguities and inconsistencies in the competitions rule. E.g. conflicts of interest, procedural rules (e.g. client interviewing timings), other inconsistencies.</li> <li>• Sam: for example, the negotiations rules are a revision of ALSA rules from 2006. They lack some important issues like conflicts of interest, which were added in by the AULSS at some point, but some section cross-references are now wrong.</li> <li>• Jack: on the weekend Heather Stokes also criticised our rules. The rules are a representation of the AULSS to practitioners and therefore we need to ensure the rules are decent.</li> <li>• Soraya: some people have also raised issues about timing processes – e.g. when does the clock start and end.</li> <li>• Mitchell: there are sometimes issues with judges announcing results at inconsistent times, e.g. some announce after the round whereas others don't and then it is up to the competitions team to send score sheets and results – Alison: announcements of results should definitely be uniform.</li> </ul> <p><u>Grand Final attendance by Alison</u></p> <ul style="list-style-type: none"> <li>• Alison encouraged the Committee to attend the competitions grand finals.</li> <li>• Sam: Facebook events going up tomorrow.</li> </ul> <p><b>[Hugo Chapman and Emma Stone left the meeting at 6:58pm]</b></p>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Jack
<b>Carried by</b>	Azaara

<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>Pub Crawl by James Lontos</u></p> <ul style="list-style-type: none"> <li>• The event went well, although attendance was slightly down due to assessments and the timing of just after mid-semester break.</li> <li>• We potentially purchased too many shirts. Approximately 250 shirts seems to be the right number, although it varies from year to year. We had approximately 50 left over this year.</li> </ul> <p><u>Law Ball decorations by Sophia</u></p> <ul style="list-style-type: none"> <li>• Sophia explained the background of a complaint received by the AULSS regarding the religious sensitivity of the Law Ball theme.</li> <li>• Sophia asked the Committee where they would draw the line so that the decorations are not offensive or exclusionary.</li> <li>• Nick Garbas: we should not have Jesus on a crucifix.</li> <li>• Sophia: we do not think we will include any snakes either. We are thinking of potentially drawing the line at having just twigs, moss and apples on the tables, and otherwise general floral/garden decorations. Is that okay?</li> <li>• [Nobody on the Committee raised any concerns about such decorations].</li> <li>• Louis: we should also be careful not to entirely neuter the event and ignore the theme.</li> </ul> <p><u>Event attendance by Sophia</u></p> <ul style="list-style-type: none"> <li>• It is the expectation that Committee members attend AULSS events. The dates are advertised well in advance. I understand you are busy, but this is always the case. Alternatively, if cost is an issue, we can discuss that confidentially.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.
<b>Moved by</b>	Nick Garbas
<b>Carried by</b>	James Lontos

## Agenda Items – Other Business

<b>Item: The Hilarian</b>	
<b>Presented by</b>	Alison Gunning and Nick Garbas (Hugo Chapman having already left).
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Nick: More progress has been made. We have prepared a draft that Alison Jones is now considering.</li> <li>• Nick and Alison Gunning thanked Elliott for his excellent work.</li> <li>• Nick: we have been considering the purchase of stands for the Hilarian to be put in, in the foyer or Law Library.</li> <li>• Alison Jones: I asked Melissa and Corinne about this today and they liked the idea. They also offered to pay for one, but suggested we look into wall stands rather than rotating stands.</li> <li>• Nick: instead of a launch party at night, we are thinking of a launch event during the day, e.g. the first 20 or 30 people to pick up the Hilarian get a free coffee from St Raphael's.</li> <li>• Alison Gunning: we understand that everyone is busy but it would be great if anyone can provide us with content!</li> <li>• Nick: we have spoken to Soraya about printing and will potentially use Kwik Digital. We are planning to print fewer copies than in previous years to avoid an oversupply.</li> <li>• Alison Jones: potentially talk to the <i>On Dit</i> editors to discuss the physical page sizing. Also, the upcoming edition is really funny!</li> </ul>
<b>Conclusions</b>	As above.
<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>	<ul style="list-style-type: none"> <li>• There will be a dinner tomorrow night at the Belgian Beer Café. Only one confirmed attendee at the moment. There does not seem to be a lot of interest yet.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.

<b>Item: Communications Officer</b>	
<b>Presented by</b>	Claudia Boccaccio
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Claudia reported that the role was going well on an ad hoc basis.</li> <li>• Soraya thanked Claudia for her work in relation to Careers.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.

<b>Item: IT Officer</b>	
<b>Presented by</b>	Elliott Sarre
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Elliott reported that he had recently been working on the Hilarian, the AULSS website jobs board and a Social Justice poster.</li> <li>• Henry: we now have a second licence for Adobe Creative Cloud (in addition to the one being used by Elliott) if anyone needs it for AULSS stuff, particularly Claudia.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	As above.

<b>Item: Other announcements as may arise</b>	
<b>Presented by</b>	Alison Jones
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Alison: at our most recent Executive Meeting we discussed reimbursements for competitions representative dinners when they are working on AULSS related stuff at night. Should we allow a certain amount per representative? Should it only be for certain times?</li> <li>• Alison Gunning: I'm not against it, but what about volunteers? They often stay the same amount of time. Could it be seen as favouritism?</li> <li>• Louis: how many volunteers do we have? – Gaida: it depends on the competition.</li> <li>• Gaida: I personally do not care about reimbursements for dinner, but we do need reimbursements for supplies like tea, etc. – Alison: of course, that's fine.</li> <li>• Henry: I am not in favour of reimbursements for competitions representative dinners. While the competitions representatives put in a lot of hours at night, the rest of the AULSS Committee also put in long hours at various times but we do not pay for their meals. It is simply the nature of the role that most of the work falls on evenings. Alison Gunning's point about favouritism is also a good one. Finally, it could become costly quickly. However, this is not to stay anything bad about the great work that the competitions representatives put in.</li> <li>• Alison: we will wait for a draft policy to be prepared and review the question in light of that.</li> </ul>
<b>Conclusions</b>	As above.
<b>Votes</b>	N/A
<b>Action items</b>	1. Sam Leeson to prepare a draft reimbursement policy.

**Meeting closed at: 7:22 pm ACST**

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: \_\_\_\_\_