

MINUTES

SSU Council Meeting

Wednesday the 13th of January 2021



Item	Meeting Details	Time:
	Venue: <Zoom> Chair: James Atkins (President) Minute-taker: Ailish Murphy-McKay (General Secretary)	
1	Welcome & Meeting Open Meeting open. Council will observe one minute's silence for contemplation.	1:08pm
1.1	Acknowledgement of the Traditional Owners The Swinburne Student Union respectfully acknowledges the traditional custodians of this land on which we meet, the Wurundjeri people of the Kulin Nation. We acknowledge that we meet on stolen land and that the sovereignty of this land was never ceded. The Union honours their elders past and present and acknowledges that this always was and always will be Aboriginal land.	
1.2	Attendance Attendance: James Atkins (President) Ailish Murphy-McKay (General Secretary) Tina Tsironis (Communication Officer) Belle O'Dwyer (Welfare Officer) Blaine Harris (Hawthorn Campus Coordinator) Rakesha Bandara (International Representative) Muhammad Abubakar (Ethnocultural Representative) Josh Daniel (Health & Accessibility Representative) Sharath Babu (General Representative) Georgie McDaid (General Representative) Matthew Posetti (Executive Officer)	
	Apologies: Nidzam Shah Hussain (Activities Officer) Apruv Chandrawal (Postgraduate Representative) Sam McAuley (Environmental Representative) Patrick Taylor (First Nations Representative) Kishaun Aloysius (Education Officer) Nikitha Neelakantan (Women's Representative) Taya Kalman (PAVE Representative)	
	Observers:	
	Absent without apology: Imogen Atkins (General Representative)	
1.3	Acceptance of Apologies: Action: Council Accepts the following apologies: Nidzam Shah Hussain (Activities Officer) Apruv Chandrawal (Postgraduate Representative) Sam McAuley (Environmental Representative) Patrick Taylor (First Nations Representative) Kishaun Aloysius (Education Officer) Nikitha Neelakantan (Women's Representative)	

	<p style="text-align: center;">Taya Kalman (PAVE Representative)</p> <p>Moved: Blaine Harris (Hawthorn Campus Coordinator) Seconded: Josh Daniel (Health and Accessibility Representative)</p> <p style="text-align: right;">Carried Unanimously</p>	
1.3	Conflict of Interest Disclosure:	
2	Matters for Decision	
2.1	<p>Confirm the December Minutes: Preamble: For the sake of the transparency of our organisation and our service to the students we represent, we ensure that students have access to our accurate meeting minutes. Actions: 1) To confirm as a Council that the minutes of the December Council meeting minutes are correct 2) To authorise the staff to publish the minutes on our website.</p> <p>Moved: Tina Tsironis (Communications Officer) Seconded: Blaine Harris (Hawthorn Campus Coordinator)</p> <p style="text-align: right;">Carried Unanimously</p>	
2.2	<p>Bank Signatories Preamble: The President and General Secretary must be signatories of the Unions bank accounts to be able to complete the day-to-day tasks of their roles. Action: To authorise James Atkins and Ailish Murphy-McKay to be signatories of the Unions bank accounts. Moved: Ailish Murphy-McKay (General Secretary) Seconded: James Atkins (President)</p> <p style="text-align: right;">Carried Unanimously</p>	
2.3	<p>Appointment of Auditor Preamble: The Swinburne Student Union is required to hold an Audit every year and present it to all members at the Annual General Meeting. Over the past few years, the SSU has employed Collins & Co Certified Practising Accountants. Action: The Council directs Matt Posetti to engage Ryk Eksteen from Collins & Co Certified Practising Accountants to undertake the annual Audit and generate the Special Purpose Financial Report surrounding SSU's 2020 annual financial operations. Moved: James Atkins (President) Seconded: Ailish Murphy-McKay (General Secretary)</p> <p style="text-align: right;">Carried Unanimously</p>	
3	Matters for Discussion	
3.1	President & Chair's Report	
3.2	General Secretary & Financial Report	
3.3	Education Officer Report	
3.4	Welfare Officer Report	
3.5	Activities Officer Report	
3.6	Communications Officer Report	

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3.7	Executive Officer Report	
	Other Matters for Discussion	
4	Meeting Finalization	
4.1	Review Actions to be Taken	
4.2	Meeting Close	1:40pm