



ALBANY STUDENTS' EXECUTIVE COMMITTEE

Meeting 22 (2022)

Held

11 am, Wednesday 23 November 2022
ASA Board Room, Level 2 Student Central

Supporting documents

Part 1:

- Meeting 21/22 minutes part one

Minutes

Part One

Attendance and Apologies

Attendance: Jake Law (Chair), Michaela Futter, Marizaan Zwart
Apologies:
Late Arrival:

1)

MOTION: 01/22/2022	
"That the Albany Students' Association Inc. accept the meeting minutes for Thursday 17 th November 2022 part one as a true and accurate record."	
Moved	Chair
Seconded	Marizaan
Carried	U

2) Matters arising from the last meeting

3)

MOTION: 02/22/2022	Verbal report: President
"That the Albany Students' Association Inc. Executive Committee accepts the verbal report of the President, Jake Law."	
Meeting with Giselle and Jean Jacoby regarding online course content Booked Palmerston North trip Meeting with Ralph (President of VUSA) and Marla (President of MUSA) regarding NZUSA congress Bank authorizing Worked on finance policy for MUSAF Approved ASEC e-motions Approved MUSAF staff decision document Student advisory group meeting regarding pastoral code Attended Te Waka SGM Attended MUSAF wānanga in Palmerston North Facilities discussion document with Tere, Marla and Jacqueline Wrote Lecturer of the year event speech Student advisory group meeting regarding pastoral code ASEC meeting Bank authorizing Catch with Michalea and Marizaan regarding period product funding Followed up regarding co-lab program Lecturer of the Year event and pack down NZUSA Student Voice Summit NZUSA Congress	
Moved	Marizaan
Seconded	Michaela
Abstentions	Jake
Carried	U

4)

MOTION: 03/22/2022	Verbal report: Vice President
<p>“That the Albany Students’ Association Inc. Executive Committee accepts the verbal report of the Vice-President, Marizaan Zwart, and approves that their final honorarium of \$685.85 is paid on 5th December.”</p>	
<p>Reviewed MUSAF decision document CSCG email approvals ASEC agenda Emails Reviewing timesheets Student advisory group meeting regarding pastoral code Reviewing October payments ASEC agenda Worked on end of year report ASEC meeting Lecturer of the year event and pack down ASEC minutes</p>	
Moved	Chair
Seconded	Michaela
Abstentions	Marizaan
Carried	U

5)

MOTION: 04/22/2022	Verbal report: Engagement Officer
<p>“That the Albany Students’ Association Inc. Executive Committee accepts the verbal report of the Engagement Officer, Michaela Futter, and approves that their final honorarium of \$416.71 is paid on 5th December.”</p>	
<p>Reviewing MUSAF staff feedback Emails with Trudy regarding period products funding Feedback to Jacqueline regarding new signage around campus Approving e-motion for ASEC Emails Academic writing feedback for social media Free Fares post boosting International student survey Meeting with Shannon Halbert regarding extending half price fares Student advisory group meeting regarding pastoral code Worked on period commitment to Leanne Emailing Ellen regarding joining ASEC meeting and NZUSA candidates</p>	

Reviewed academic board meeting documents Academic Board Meeting Lecturer of the year set up, event and pack down NZUSA Student Voice Summit NZUSA Congress	
Moved	Chair
Seconded	Marizaan
Abstentions	Michaela
Carried	U

6)

MOTION: 05/22/2022	
"That the Albany Students' Association Inc. Executive Committee approves that a report honorarium of \$2336.78 will be paid to the President, Jake Law, following approval by the General Manager."	
Moved	Marizaan
Seconded	Michalea
Abstentions	Jake
Carried	U

7)

MOTION: 06/22/2022	
"That the Albany Students' Association Inc. Executive Committee approves that a report honorarium of \$1440.35 will be paid to the Vice President, Marizaan Zwart following approval by the General Manager."	
Moved	Chair
Seconded	Michalea
Abstentions	Marizaan
Carried	U

8)

MOTION: 07/22/2022	
"That the Albany Students' Association Inc. Executive Committee approves that a report honorarium of \$1218.32 will be paid to the Engagement Officer, Michaela Futter following approval by the General Manager."	
Moved	Chair
Seconded	Marizaan
Abstentions	Michaela
Carried	U

9) Discussions

a. Appreciation recorded from general manager for the work performed by the 2022 executive committee.

b. End of year report

ASEC to complete report by Monday 28th November at 3pm.

10) Late Items for Part One

a. Money put aside end of 2021 for Disability group

Michaela inquired where this money is and how can the disability group access this money?

Action Item:

Michaela to follow up with Jacqueline to ensure the money gets to the right group of students in order to progress the mahi of disabled students.

Moving into Part Two

The Chair will move:

"That member of the media and public be now excluded from the meeting so that for the under-noted reasons, the following matters may be discussed without public disclosure; the Executive being satisfied, where appropriate, that there are considerations which outweigh the public interest of disclosure."

Reference: ASA (Albany Students Association) Constitution and Regulations, Schedule 3, Meeting Procedure, Section 1.8, Exclusion of Public."