

## SCUNA Committee Meeting

MCCLT2

Wednesday 2 March, 2011. 5:45 – 6:45 pm

### Minutes

**Present:** Helen (Pres.), Hanaho (VP), Julie C (Treasurer), Danielle (Puboff), Richy (Asst Puboff), Alex (Memsec), Andrew (Webmaster), Lola (Librarian), Liese (Sec).

**Apologies:** Charis

ITEM	ACTION	STATUS
<p><b><u>1. Welcome</u></b></p> <p>Helen and the Committee welcomed Richy, our new Assistant Publicity Officer. Danielle informed us that Mandy will also take on this role.</p>	<p><b>Andrew</b> to change Ctte forwards to include Richy and Mandy.</p>	
<p><b><u>2. Minutes from 2 February meeting</u></b></p> <p>Accepted.</p>	<p><b>Andrew</b> to post agreed minutes on SCUNA website.</p> <p><b>Business arising:</b></p> <p><b>Alex and Richy</b> to select a date for the AGM and inform Helen.</p>	
<p><b><u>3. March Camp</u></b></p> <ul style="list-style-type: none"> <li>• Students to have a subsidy at \$50; others full price.</li> <li>• Goodie bag may include HIV info, name badges, concert flyers, pencils, copies of music theory and Laudate.</li> </ul>	<p><b>Andrew</b> to organise.</p> <p><b>Alex</b> to prepare list of names for badges.</p> <p><b>Sandie</b> to print them.</p>	<p>Camp venue is now Warrambui due to unexpected costs and other problems.</p> <p>Goodie bag in process.</p>
<p><b><u>4. Preparing the 2011 Budget for ANUSA affiliation and grant application</u></b></p> <p>Julie described problems with SCUNA's current accounting system. A new program will enable reports to be generated automatically for affiliation.</p> <ul style="list-style-type: none"> <li>• Additional information is needed to complete this documentation.</li> <li>• Appointment with ANUSA needed to apply for grant.</li> </ul>	<p><b>Julie and Andrew</b> to enter data into the new program.</p> <p><b>Sandie and Lola</b> to provide info on costs for camp and for scores to Julie.</p> <p><b>Julie</b> to organise.</p>	<p>In process</p> <p>Lola has supplied costs; see above re camp.</p> <p>ANUSA meeting is 2pm on 15 April: Julie &amp; Helen to attend; we need another Student Ctte member if possible.</p>

<p><b><u>5. Report on membership and library sign-ups</u></b></p> <ul style="list-style-type: none"> <li>• 91 members so far have registered</li> <li>• Members agreed that the new system was an improvement but there are still some problems.</li> <li>• Another issue is recording ANU student ID numbers and signatures for ANUSA affiliation purposes</li> </ul>	<p>Julie and Lola (and any others) to write down their thoughts re this system while still fresh, to ensure these issues are addressed before next semester.</p>	<p>List for signatures was circulated at 2 March rehearsal.</p>
<p><b><u>6. Concert on 9<sup>th</sup> April</u></b></p> <p>Discussion of preparation for concert.</p> <ul style="list-style-type: none"> <li>• Ticket prices – agreed: students \$10, concession \$20 and full price \$30.</li> <li>• Publicity: Program, posters and postcards to be printed. Professional distribution? Plus ANU Events, churches.</li> <li>• Suggestions for concert name</li> </ul>	<p><b>Danielle</b> to organise design of ticket, will send to Helen for checking, and <b>Sandie</b> to organise printing for the rehearsal on 16 March.</p> <p><b>Danielle</b> to organise a meeting to plan publicity strategy.</p> <p>Everyone to think!</p>	<p>Pending</p> <p>Pending.</p> <p>Sandie and Helen will meet on 8 &amp; 9 March to begin design work on the poster and flyer.</p> <p>Charis will draft a press release.</p>
<p><b><u>7. Next Committee Meeting – note this 2 weeks from the last meeting (in order to monitor planning for the concert)</u></b></p> <p>Wednesday 16<sup>th</sup> March MCLT2, 5:30 to 6:30pm.</p>		