

# 30 Apr 2024 - GUILD AGM MINUTES

Date: 30/04/2024  
 Time: 10:30 AM - 12:30 PM  
 Location: JO.1.447

## Agenda

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#	Topic	Files	Presenter	Minutes
1	ECU Student Guild AGM 2024	<a href="#">Files (0)</a>	President	<p>ECU Student Guild 2024 Annual General Meeting</p> <p>Note: The meeting will lock at 10:30am, members please arrive by 10:20am to ensure a timely and smooth start.                      Senators, please be on campus as requested by the Guild.                      Members, please register for Teams access via: <a href="https://ecustudentguild2015.formstack.com/forms/agm">https://ecustudentguild2015.formstack.com/forms/agm</a></p> <p>When: 30 - 04 - 2024 at 10:30 am                      Location: JO.1.447, Teams                      Chairperson: Sarah Rizwan                      Minute taker: Rizly Abdue</p>
2	Opening Address	<a href="#">Files (0)</a>	President	Meeting Starts: 10:52 AM
3	Acknowledgment of Country	<a href="#">Files (0)</a>	President	The Guild acknowledges that we are meeting on Whadjuk Nyoongar land, and acknowledges their elders, both past and present. We recognise that the land was stolen and never ceded, and always was and always will be an Aboriginal land.
4	Attendance	<a href="#">Files (0)</a>	President	<p><b>Senators:</b>                      President - Sarah Rizwan                      General Secretary - Rizly Abdue                      Vice President Social Responsibility - Joanne Lucks                      Vice President Academic - Taqi Razvi                      Vice President International - Siti Azkatya                      Vice President Activities &amp; South West - Nikhil Howal                      Equity Officer - Gangamini Chandrasiri                      First Nations Officer - (Vacant)                      Undergraduate Officer - Johnny Thor                      Postgraduate Officer - Asad Ali                      International Officer - Minhajul Arefin (Online)                      Social Officer - Ali Haider                      Sports Officer - Vimal Hemnani                      South West Officer 2 - (Vacant)</p> <p><b>Student Members:.</b>                      Hamed Karimam                      Nyamal Thok                      Anish Karsan Pindoria                      Tibin Alex Mendez                      Abdulla Al Noman</p> <p><b>Online Attendance (Teams):</b>                      Sanjay Tenzin                      Sadaf Vahabli                      Hammad Saleem                      Ayan Abbasi                      Devaki Gupta                      Nishant Jahajeeah                      Sheharyar Sahi                      Kawshan Amunugama                      Ammar Asif                      Sithumina Dambarawe Ihalage                      Muhammad Ali                      Faisal Khan                      Julie Kaitse                      Kashif Javed                      Ashik Nafiz                      Kusal Walliwala Gamage                      Munira Takia                      Tanvir Abeer                      Shaksham Jolly                      Devansh Trivedi                      Ruba Zaheer                      Hiruni Pitagampola</p> <p><b>Accredited Observers:</b>                      Operations Manager - Lisa Dwyer                      Financial Controller: Michael Agostini</p> <p><b>Observers:</b>                      Event and Marketing Coordinator - Lauren Reed</p> <p><b>Apologies:</b>                      Environmental Officer - Alice Broadhead                      South West Officer 1 - Sarah Mepham</p>

5	Proxies	<a href="#">Files (0)</a>	President	Siti Azkatya holds Alice Broadhead's proxy
6	Conflict Of Interest	<a href="#">Files (0)</a>	President	NIL
7	Approval of Past AGM Minutes	<a href="#">Files (1)</a>	President	<p><b>Preamble:</b> The 2024 student members of the ECU Student Guild AGM shall pass the AGM minutes for the year 2023.</p> <p><b>MOTION</b>  AGM2024/01: The Guild's members approve the minutes form the 2023 AGM as read and accurate.  Moved: Rizly Abdue  Seconded: Sarah Rizwan  Results: Motion passed unanimously.</p>
8	Reports	<a href="#">Files (0)</a>	President, Lisa Dwyer, Michael Agostini, Lauren Reed	<p><b>1. President's Annual Report</b>  Verbal report to be presented on the day of AGM for the year 2024.  President: Sarah Rizwan</p> <p>It is with great honour and pride that I present an overview of ECU Student Guild's activities for the year 2023 in this Annual Report. Despite the challenges we faced, our dedicated team at the Guild remained steadfast in our commitment to serving the student body and enhancing the quality of student life on campus. In this report, we will highlight the significant achievements, initiatives, and contributions made by the Guild throughout the year.</p> <p>In 2023, the ECU Student Guild witnessed remarkable growth, both in membership and in the scope of services offered. One of the most notable accomplishments was the expansion of our facilities on the Joondalup campus. With the addition of new space, including a larger student lounge, we were able to accommodate the growing number of members accessing our services. In total, approximately 9,831 members utilised the Guild facility, benefiting from amenities such as free snacks and beverages during office hours, which proved invaluable amidst the prevailing cost of living crisis.</p> <p>Recognising the importance of engaging with our diverse student body, the Guild launched various initiatives aimed at fostering a sense of community and inclusivity on campus. Weekly events like the "Chillout" sessions provided students with valuable information about Guild services in a fun and interactive manner. Moreover, we organised a total of 140 events throughout the year, with over 12,000 attendees, including popular gatherings such as the Guild fairs, Multicultural Festival, Guild Ball, cultural dinners, and more.</p> <p>In addition to organising events, the Guild actively engaged in advocacy efforts at both the state and university levels. We participated in the WA Sector Review and advocated on important issues such as accommodation, ensuring that student voices were heard and represented. Our Senate worked tirelessly to address student concerns and needs, collaborating closely with university administration to enact positive change. Furthermore, our Guild Advisory Service provided invaluable support to students facing financial, academic, and welfare challenges, assisting a total of 1,375 students through various issues. Throughout the year, the ECU Student Guild remained steadfast in upholding its core values of Diversity, Student-centeredness, Integrity, Fun, and Teamwork. Looking ahead, we recognise that there is still much work to be done. We are committed to continuing our efforts to address the challenges faced by students, including financial difficulties, mental health issues, and academic stress. By fostering a safe and inclusive environment that supports every student's needs, we aim to ensure that all students have an equal opportunity to succeed.</p> <p>Lastly, as the President of the ECU Student Guild, I am deeply grateful for the dedication and hard work of all Senators, Staff, Clubs, Volunteers, and Casuals. Your contributions have made a significant impact on the ECU community, and I am committed to continuing this important work on behalf of our student body. Thank you for your unwavering support and for being an integral part of the ECU Student Guild.</p> <p><b>2. Operations Manager's Annual Report</b>  Verbal report to be presented on the day of AGM for the year 2024.  Operations Manager: Lisa Dwyer</p> <p>The Annual Report for 2023 encapsulates the endeavours and accomplishments of the ECU Guild, showcasing our commitment to serving the ECU student community. This report reflects on the various services, initiatives, and strategic advancements undertaken throughout the year.</p> <p>Membership of the Guild continued to flourish, with a notable 17% increase in student members, reaching 30,743 by September 2023. The Guild's primary objective of delivering tailored services was met, evidenced by an 86% engagement rate among members accessing Guild services. Noteworthy is the Guild's support for academic and health-related matters, with international students, representing 59% of all Guild Advisory Service appointments.</p> <p>The Guild Advisory Services saw a transformation in 2023, rebranding to enhance clarity for students seeking academic and wellbeing assistance. Despite a decrease in appointments due to staffing adjustments, the Guild remained steadfast in providing essential support, including financial aid amounting to \$11,000, a significant increase from the previous year.</p> <p>The Bookshop witnessed a remarkable recovery in sales, marking a profitable year amidst the rising popularity of online texts. Notable events, numbering 140 in total, captivated the student community, ranging from cultural celebrations to sports events, further fostering campus engagement.</p> <p>Although club affiliation saw a decline, with 39 clubs in 2023, the Guild's focus remained on bolstering support structures for existing and prospective clubs. Noteworthy club initiatives, such as the Ahlulbyte Humanity Club's Peace Walk and fundraising efforts by various clubs, underscored their impactful contributions to campus life.</p> <p>Dircksey, the Guild's student publication, transitioned towards digital distribution, amplifying student voices and creative expressions. In the South West, initiatives like the Guild Fair and lounge renovations underscored the Guild's commitment to enhancing student experiences beyond the main campus.</p> <p>The Guild's strategic plan emphasised organisational excellence, reflected in staff development initiatives and infrastructure enhancements. While staff training targets were met, turnover rates remained a challenge. Policy reviews and IT improvements underscored the Guild's commitment to operational efficiency and sustainability.</p> <p>The Guild made significant strides in achieving its strategic goals, from membership growth to service enhancements. Notable successes include improved data management systems, robust communication strategies, and collaborative partnerships across the university.</p> <p>The ECU Guild's Annual Report for 2023 highlights a year of growth, resilience, and service to the student community. Despite challenges, the Guild's unwavering dedication to student welfare and campus vibrancy shines through its diverse array of services, events, and strategic advancements. Looking ahead, the Guild remains steadfast in its mission to enrich student experiences and foster a thriving campus community.</p> <p><b>3. Finance Controllers' Annual Report</b></p>

				<p>Verbal report to be presented on the day of AGM for the year 2024. Finance Controller: Michael Agostini</p> <p>The Guild has reported a net surplus for the 2023 financial year of \$71,556. This is a significant improvement from the 2022 deficit of \$247,026. The 2022 deficit was due to return of unspent grant funds and a reduction in SSAF funding.</p> <p>In 2023, SSAF funds of \$2m were budgeted, however the university subsequently advised that SSAF funding would be reduced down to \$1.865m. Whilst SSAF funding had reduced, funding received was a \$20K increase from 2022. Furthermore, the Guild has reallocated some of the SSAF funding across the respective SSAF categories (as compared to the original SSAF budget allocation) as noted on the 'Spending Program by SSAF Category' report, attached to the annual report. This reallocation was primarily due to a change in the allocation method for Guild operational staff salaries to SSAF programs</p> <p>The Guild reduced its uncommitted expenditure in 2023 to cover off the reduction in SSAF funding. The 2023 surplus result is particularly impressive due to the fact SSAF funding had reduced.</p> <p>Indirect expenditure has reduced significantly from last year. Key items to note include a reduction in insurance premiums, legal spend and no grant refunds required in 2023. The Guild's balance sheet has strengthened in 2023, with the capitalisation of assets for the Joondalup and Bunbury ECU Student Guild lounge and student kitchen renovations.</p> <p>These Guild spaces are for students to enjoy some refreshments and a space to relax between classes. As part of the renovations, these spaces have expanded and have also been modernised. The Guild has maintained a strong cash balance, with some funds held in a high interest account and term deposit in order to accumulate a return on cash held. The Financial Statements are attached in the annual report, and have been audited by SW Accountants &amp; Advisors. The Guild has been issued with an unqualified audit report, meaning no material misstatements have been identified in the Guild's financial statements. The Guild is in a strong financial position to continue to operate in the future. The Guild will continue to provide services and support for all our students in 2024 and beyond.</p> <p><b>4. Auditor's Report</b> Verbal report on behalf of Guild Auditors by Michael Agostini. Refer the Annual Report on the Guild's website via: <a href="https://ecuguild.org.au/wp-content/uploads/2024/04/Annual-Report-2023-web-sml.pdf">https://ecuguild.org.au/wp-content/uploads/2024/04/Annual-Report-2023-web-sml.pdf</a></p> <p><b>5. Dircksey Editor's Report</b> Verbal report on behalf of Dircksey Editor by Lauren Reed.</p> <p>Over 2023, Dircksey produced 2 End of Semester editions, as well as 2 media pieces at in the opening half of each semester, featuring numerous works from over 15 talented student contributors.</p> <p>In April of 2023, current Editor, Evan Smith, joined the publication, and Sub-Editor, Izabelle French, following the departure of previous editor, Elizabeth Harris.</p> <p>2023 for Dircksey saw a shift from the traditional print-media realm, focusing more on the publication's digital distribution and online capabilities, having redesigned its website to accommodate more immediate opportunities for students to showcase their works, as well as to reserve budget with printing to allocate additional funds to contributor payments.</p> <p>The first edition "The Campus Cut: Volume 1" was about all things ECU and detailed the experiences and opportunities for students starting their studies. The second edition "The Campus Cut: Volume 2" featured poetry, codebreakers, artworks and a heartfelt message from ECU student Nour Seif on living through and after the 2020 Beirut tragedy.</p> <p><b>6. Annual Financial Report</b> Refer the Annual Report on the Guild's website via: <a href="https://ecuguild.org.au/wp-content/uploads/2024/04/Annual-Report-2023-web-sml.pdf">https://ecuguild.org.au/wp-content/uploads/2024/04/Annual-Report-2023-web-sml.pdf</a></p>
9	Priority Items	<a href="#">Files (1)</a>	President	<p>1. Approval of the Annual Financial Report Preamble: Please refer to the Annual Financial Report in Item 8.6</p> <p>MOTION AGM2024/02: The Guild members to approve the Annual Financial Report as accurate and correct. Moved: Rizly Abdue Seconded: Sarah Rizwan Results: Motion passed unanimously</p>
10	Other Items	<a href="#">Files (0)</a>	President	NIL
11	Annual General Meeting ends	<a href="#">Files (0)</a>	President	Meeting ends at: 11:04 AM

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