

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL EXECUTIVE 2021**  
**MEETING SCE21.7**

Held on Wed 26th May 2021 at 11:00am  
 Zoom Meeting

**MINUTES**

**PREAMBLE**

**Meeting Opens:** 11:05am

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Julia, Maxi, Anna
<b>Apologies:</b>	
<b>Absent:</b>	
<b>Others:</b>	Lyn Nye

**BUSINESS ARISING**

Item	Description	
<b>1</b>	<b>Minutes of Previous Meeting</b>	
	<b>Motion SCE21.7-1</b>	
	MONSU Student Council Executive accepts the minutes of SCE21.6 as a true and accurate record of proceedings.	
	Moved: Maxi	Seconded: Julia For: all Against: Carried: unanimously

**GENERAL BUSINESS**

**CONFIDENTIAL BUSINESS**

Item	Description	
<b>2</b>	<b>Crew (MONSU Volunteers) Night Expenditure</b>	
	<b>Preamble:</b>	We are looking to hold another Crew Night leading up to Semester 2 where we can again thank our volunteers for their incredible work in Semester 1 and come back together for Semester 2. We will be passing expenditure for alcohol and food for the event.
	<b>Motion SCE21.7-2</b>	
	The MONSU Executive passes the expenditure of up to \$600 for alcohol for a Crew get together to be taken from the President's budget line (9999).	
Moved: Maxi	Seconded: Julia	For: all Against: Carried unanimously

**Discussion:**

Maxi thinks it would be a good idea to replicate the last Crew Night we had, preferably at Camden again as they were great hosts.

**Action Items:**

Anna to discuss the event with Fintan so SARAH can be prepared.

Item	Description	
<b>3</b>	<b>Crew (MONSU Volunteers) Night Expenditure</b>	
	<b>Preamble:</b>	Expenditure for food for the event.
	<b>Motion SCE 21.7-3</b>	
	The MONSU Executive passes the expenditure of up to \$500 for food for a Crew get together to be taken from the President's budget line (9999).	
Moved: Julia	Seconded: Maxi	For: all Against: Carried unanimously

**Discussion:**

**Action Items:**

Item	Description	
<b>4</b>	<b>Rep Goal Session Expenditure</b>	
	<b>Preamble:</b>	This event is a planning session for Semester 2. Its aim is to reignite the Reps and to ensure we are on track to achieving the goals we set out to achieve in February. It is planned to be rather casual, at a home rather than a venue. This expenditure is for dinner.
	<b>Motion SCE21.7-4</b>	
	The MONSU Executive passes the expenditure of up to \$200 for a Student Representative review and goal-setting session to be taken from the President's budget line (9999).	
	Moved: Maxi	Seconded: Julia  For: all Against: Carried unanimously

**Discussion:**

**Action Items:**

Anna to contact Fintan to organise event logistics.

**OTHER BUSINESS**

**PAPERS PROVIDED FOR INFORMATION**

1. Unconfirmed Minutes of SCE21.6

**DATE OF THE NEXT EXECUTIVE STUDENT COUNCIL EXEC MEETING:** Tuesday 6th July 9am

**MEETING CLOSES:** 11:34am

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL EXECUTIVE 2021**  
**MEETING SCE21.6**

**Held on Wed 12th May 2021 at 11:00am**  
**Zoom Meeting**

**MINUTES**

**PREAMBLE**

**Meeting Opens:** 11:03am

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna, Maxi and Julia
<b>Apologies:</b>	
<b>Absent:</b>	
<b>Others:</b>	

**BUSINESS ARISING**

<b>Item</b>	<b>Description</b>	
<b>1</b>	<b>Minutes of Previous Meeting</b>	
	<b>Motion SCE21.6-1</b>	
	MONSU Student Council Executive accepts the minutes of SCE21.5 as a true and accurate record of proceedings.	
	Moved: Maxi	Seconded: Julia For: all Against: Carried: unanimously

## **GENERAL BUSINESS**

## **CONFIDENTIAL BUSINESS**

### **OTHER BUSINESS**

#### Graduate Inclusion at MONSU

Anna briefed the Executive on the desire of students to revert the changes made last year which saw Postgraduates be excluded from MONSU Caulfield. Through discussions with students, undergraduate and postgraduate, Anna has concluded that sentiment has once again changed. Anna will take this to Council to discuss further.

#### Job Profit and Loss

Anna gave an extremely brief overview of these reports. Lyn will explain these further at SC21.5.

### **PAPERS PROVIDED FOR INFORMATION**

1. Unconfirmed Minutes of SCE21.5
2. Job Profit and Loss Statement January to April 2021

**DATE OF THE NEXT EXECUTIVE STUDENT COUNCIL EXEC MEETING:** Wednesday  
26th May 11am

**MEETING CLOSES:** 11:15am

**MONSU CAULFIELD INC**  
**STUDENT COUNCIL EXECUTIVE 2021**  
**MEETING SCE21.5**

Held on Wed 28th April 2021 at 11:00am  
Zoom Meeting

**MINUTES**

**PREAMBLE**

**Meeting Opens:** 11:17am

*MONSU Caulfield acknowledges and pays respect to Elders past, present and emerging of the Boon Wurrung and Wurundjeri peoples of the Kulin nation, the traditional owners of the land on which MONSU Caulfield operates.*

<b>Present:</b>	Anna, Julia, Maxi
<b>Apologies:</b>	
<b>Absent:</b>	Riley and Iris
<b>Others:</b>	

**BUSINESS ARISING**

Item

**Description**

<b>1</b>	<b>Minutes of Previous Meeting</b>	
	<b>Motion SCE21.5-1</b>	
	MONSU Student Council Executive accepts the minutes of SCE21.4 as a true and accurate record of proceedings.	
	Moved: Julia	Seconded: Maxi

**GENERAL BUSINESS**

**CONFIDENTIAL BUSINESS**

**OTHER BUSINESS**

**PAPERS PROVIDED FOR INFORMATION**

1. Unconfirmed Minutes of SCE21.4

**DATE OF THE NEXT EXECUTIVE STUDENT COUNCIL EXEC MEETING:** Wednesday  
12th May 11am

**MEETING CLOSES:** 11:26am

**Job Profit & Loss Statement**

January 2021 To April 2021

ABN: 42 911 556 610

Account Name	Selected Period	Year To Date
<b>9000</b>	<b>Workshop</b>	
<b>Income</b>		
Vend Discounts (Taxable)	-\$428.22	-\$428.22
Photocopying & Printing	\$8,307.58	\$8,307.58
Vinyl Printing	\$2,512.58	\$2,512.58
Binding	\$31.03	\$31.03
Other Service desk income	\$45.90	\$45.90
Paper	\$612.39	\$612.39
<b>Total Income</b>	<b>\$11,081.26</b>	<b>\$11,081.26</b>
<b>Expense</b>		
IT Operating Expenses	\$1,982.36	\$1,982.36
Replacement & Additions	\$120.41	\$120.41
Postage	\$76.61	\$76.61
Stationery/Office Supplies	\$173.45	\$173.45
Photocopy Rental	\$4,875.04	\$4,875.04
Photocopying / Printing	\$3,135.84	\$3,135.84
Binding	\$174.49	\$174.49
Vinyl Printer	\$5,221.60	\$5,221.60
<b>Total Expense</b>	<b>\$15,759.80</b>	<b>\$15,759.80</b>
<b>Net Profit/(Loss)</b>	<b>-\$4,678.54</b>	<b>-\$4,678.54</b>
<b>9100</b>	<b>Student Rights &amp; Support</b>	
<b>Expense</b>		
Activities / Events	\$829.73	\$829.73
<b>Total Expense</b>	<b>\$829.73</b>	<b>\$829.73</b>
<b>Net Profit/(Loss)</b>	<b>-\$829.73</b>	<b>-\$829.73</b>
<b>9200</b>	<b>General Manager</b>	
<b>Expense</b>		
Rewards & Recognition	\$35.44	\$35.44
<b>Total Expense</b>	<b>\$35.44</b>	<b>\$35.44</b>
<b>Net Profit/(Loss)</b>	<b>-\$35.44</b>	<b>-\$35.44</b>
<b>9903</b>	<b>Clubs Development Fund</b>	
<b>Expense</b>		
Clubs Grants Given	\$566.36	\$566.36
<b>Total Expense</b>	<b>\$566.36</b>	<b>\$566.36</b>
<b>Net Profit/(Loss)</b>	<b>-\$566.36</b>	<b>-\$566.36</b>

This report includes Year-End Adjustments.

**Job Profit & Loss Statement**

January 2021 To April 2021

ABN: 42 911 556 610

Account Name	Selected Period	Year To Date
<b>9905 Clubs Admin</b>		
<b>Expense</b>		
IT Operating Expenses	\$999.60	\$999.60
Total Expense	\$999.60	\$999.60
Net Profit/(Loss)	-\$999.60	-\$999.60
<b>9930 IT Resources</b>		
<b>Expense</b>		
IT Operating Expenses	\$4,119.25	\$4,119.25
Total Expense	\$4,119.25	\$4,119.25
Net Profit/(Loss)	-\$4,119.25	-\$4,119.25
<b>9935 Amenities</b>		
<b>Expense</b>		
Staff Amenities	\$108.55	\$108.55
Training & Development	\$1,140.00	\$1,140.00
Replacement & Additions	\$1,057.91	\$1,057.91
Catering Expenses	\$428.05	\$428.05
Uniforms/Garments	\$238.78	\$238.78
Stationery/Office Supplies	\$391.79	\$391.79
Telephone, Fax & Internet	\$139.59	\$139.59
Total Expense	\$3,504.67	\$3,504.67
Net Profit/(Loss)	-\$3,504.67	-\$3,504.67
<b>9936 Semester 1 Orientation</b>		
<b>Income</b>		
Income - Function	\$4,525.42	\$4,525.42
Income - Sponsorship	\$3,331.82	\$3,331.82
Total Income	\$7,857.24	\$7,857.24
<b>Expense</b>		
Rewards & Recognition	\$147.14	\$147.14
Venue Hire	\$272.73	\$272.73
Hire Equipment	\$2,363.84	\$2,363.84
Catering Expenses	\$5,144.40	\$5,144.40
Activities / Events	\$356.82	\$356.82
Performers & Entertainment	\$2,662.04	\$2,662.04
Total Expense	\$10,946.97	\$10,946.97
Net Profit/(Loss)	-\$3,089.73	-\$3,089.73

This report includes Year-End Adjustments.

**Job Profit & Loss Statement**

January 2021 To April 2021

ABN: 42 911 556 610

Account Name	Selected Period	Year To Date
<b>9967</b>	<b>Esperanto</b>	
<b>Expense</b>		
Publications	\$173.11	\$173.11
Total Expense	\$173.11	\$173.11
Net Profit/(Loss)	-\$173.11	-\$173.11
<b>9970</b>	<b>Esperanto Honorarium</b>	
<b>Expense</b>		
Honorariums	\$2,466.00	\$2,466.00
Total Expense	\$2,466.00	\$2,466.00
Net Profit/(Loss)	-\$2,466.00	-\$2,466.00
<b>9975</b>	<b>Administration</b>	
<b>Expense</b>		
Merchant Fees	\$529.26	\$529.26
Bank Charges	\$108.83	\$108.83
Insurance	\$1,758.66	\$1,758.66
Accounting/Bookkeeping	\$3,572.09	\$3,572.09
Total Expense	\$5,968.84	\$5,968.84
Net Profit/(Loss)	-\$5,968.84	-\$5,968.84
<b>9976</b>	<b>Honorariums</b>	
<b>Expense</b>		
Honorariums	\$20,407.64	\$20,407.64
Salaries - Permanent Staff	\$1,800.32	\$1,800.32
Total Expense	\$22,207.96	\$22,207.96
Net Profit/(Loss)	-\$22,207.96	-\$22,207.96
<b>9979</b>	<b>Staff Salaries</b>	
<b>Expense</b>		
Salaries - Permanent Staff	\$162,235.34	\$162,235.34
Salaries - Casual Staff	\$14,226.17	\$14,226.17
Superannuation	\$18,329.46	\$18,329.46
Total Expense	\$194,790.97	\$194,790.97
<b>Other Income</b>		
JobKeeper Subsidy	\$63,600.00	\$63,600.00
Total Other Income	\$63,600.00	\$63,600.00

This report includes Year-End Adjustments.

**Job Profit & Loss Statement**

January 2021 To April 2021

ABN: 42 911 556 610

Account Name	Selected Period	Year To Date
Net Profit/(Loss)	-\$131,190.97	-\$131,190.97
<b>9981 Marketing</b>		
<b>Expense</b>		
IT Operating Expenses	\$103.95	\$103.95
Advertising & Promotion	\$368.58	\$368.58
Branding	\$5,276.47	\$5,276.47
Merchandise	\$484.00	\$484.00
Uniforms/Garments	\$152.59	\$152.59
Total Expense	\$6,385.59	\$6,385.59
Net Profit/(Loss)	-\$6,385.59	-\$6,385.59
<b>9987 Student Development</b>		
<b>Expense</b>		
Training & Development	\$47.27	\$47.27
Total Expense	\$47.27	\$47.27
Net Profit/(Loss)	-\$47.27	-\$47.27
<b>9995 Resources Capital Investment</b>		
<b>Expense</b>		
Replacement & Additions	\$2,127.28	\$2,127.28
Total Expense	\$2,127.28	\$2,127.28
Net Profit/(Loss)	-\$2,127.28	-\$2,127.28
<b>9999 Student Executive</b>		
<b>Expense</b>		
Training & Development	\$189.08	\$189.08
Venue Hire	\$454.55	\$454.55
Catering Expenses	\$1,545.45	\$1,545.45
Total Expense	\$2,189.08	\$2,189.08
Net Profit/(Loss)	-\$2,189.08	-\$2,189.08
<b>E9912 Safe n Sexy Week/Party</b>		
<b>Expense</b>		
Activities / Events	\$675.00	\$675.00
Total Expense	\$675.00	\$675.00
Net Profit/(Loss)	-\$675.00	-\$675.00

This report includes Year-End Adjustments.

**Job Profit & Loss Statement**

January 2021 To April 2021

ABN: 42 911 556 610

Account Name	Selected Period	Year To Date
<b>E9914</b>	<b>Events</b>	
<b>Expense</b>		
Rewards & Recognition	\$171.32	\$171.32
IT Operating Expenses	\$299.09	\$299.09
Catering Expenses	\$7,172.34	\$7,172.34
Stationery/Office Supplies	\$29.09	\$29.09
Performers & Entertainment	\$200.00	\$200.00
<b>Total Expense</b>	<b>\$7,871.84</b>	<b>\$7,871.84</b>
<b>Net Profit/(Loss)</b>	<b>-\$7,871.84</b>	<b>-\$7,871.84</b>
<b>E9940</b>	<b>Party on The Green</b>	
<b>Income</b>		
Income - Function	\$3,722.73	\$3,722.73
<b>Total Income</b>	<b>\$3,722.73</b>	<b>\$3,722.73</b>
<b>Expense</b>		
Venue Hire	\$772.73	\$772.73
Hire Equipment	\$381.82	\$381.82
Catering Expenses	\$4,454.55	\$4,454.55
Activities / Events	\$356.82	\$356.82
Performers & Entertainment	\$900.00	\$900.00
<b>Total Expense</b>	<b>\$6,865.92</b>	<b>\$6,865.92</b>
<b>Net Profit/(Loss)</b>	<b>-\$3,143.19</b>	<b>-\$3,143.19</b>
<b>E9950</b>	<b>Mid Week Meet</b>	
<b>Expense</b>		
Catering Expenses	\$1,051.69	\$1,051.69
<b>Total Expense</b>	<b>\$1,051.69</b>	<b>\$1,051.69</b>
<b>Net Profit/(Loss)</b>	<b>-\$1,051.69</b>	<b>-\$1,051.69</b>
<b>E9989</b>	<b>Breakfast Club</b>	
<b>Expense</b>		
Catering Expenses	\$998.33	\$998.33
<b>Total Expense</b>	<b>\$998.33</b>	<b>\$998.33</b>
<b>Net Profit/(Loss)</b>	<b>-\$998.33</b>	<b>-\$998.33</b>

This report includes Year-End Adjustments.