



## ANU FABSOC MEETING MINUTES - ANNUAL GENERAL MEETING 2017

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**Date:** 23-11-17

**Location:** Coffee Lab, Pop-Up ANU

**Attendees:** Sara Gillespie, Ronja Schubert, Wendy Hu

**Absent:** Isabel Dixon, Hannah Wallace

### Meeting Agenda:

1. Summary of 2017
2. Treasurer's Report
3. Election
4. Any Constitutional Amendments
5. Induction of New Elected Members
6. Next Meeting

*The meeting opened at 11.00am*

Topic Discussed
<ol style="list-style-type: none"><li>1. Summary of 2017/future events<ul style="list-style-type: none"><li>● Launch Party - better as expected - broke even, didn't make a loss</li><li>● Discussed the proposed events for 2018 - looks good</li><li>● Sponsorship emails for 2018 events have already been sent out - Ronja will continue to send them out</li><li>● Working on collaboration with the Wine Society for the launch party - ANUSA will sponsor us, but not Wine Society<ul style="list-style-type: none"><li>○ potentially also the Dining Society</li><li>○ have already contacted Sage in Braddon for venue?</li></ul></li><li>● Website - Publications perhaps to set up podcast interviews with prominent fashion/beauty industry people<ul style="list-style-type: none"><li>○ Potential themes for blog posts/social media fortnightly, including 'How to decorate your room on a budget', Top 5 Places to visit in your first week in Canberra' etc.</li></ul></li></ul></li><li>- Current sponsorships in the work<ul style="list-style-type: none"><li>- The Lab - talking later in Jan with owner re: sponsorship</li><li>- The Beautique by Jessica Peris - vouchers to be decided</li><li>- The Canberra Centre - potential interest in sponsoring an event</li></ul></li><li>- Market Day 2018 brainstorming</li></ol>

- goodie bags
- fashion illustrator
- photographer
- food (!!!)
- banner from Fernando
- lucky draw prize
- flowers (Florist sponsorship?)

## 2. Treasurer's Report

- Current bank balance: \$319.59
- Assets: two wooden spoons, 10 (?) box of Malteasers (at Sara's), hair equipment from Fashion Show (Ronja's), banner (Fernando's), check with Fernando for other equipment and/or goods
- Sara has volunteered to be temporary Treasurer to sign over bank account
- 2017 - didn't make a loss (woot!)
- Fernando (previous President) is allowing Sara, Ronja and Wendy to gain access to bank account as new 2018 Executive

## 3. Election

- President: Ronja Schubert
- Vice-President: Wendy Hu
- Acting Treasurer: Sara Gillespie
- Secretary: Sara Gillespie
- Publications Director: Wendy Hu
- Gen Rep: Isabel Dixon
- Acting Sponsorship Director: Ronja Schubert
- Acting Marketing Director: Wendy Hu (and potentially permanent Hannah Wallace)

## 4. Any Constitutional Amendments

- For 3.9.8 amendment - Events Executive not required for FABSOC (all in agreeance)

## 5. Induction of New Elected Members

- Sara - email address for secretary - minutes template in Google Drive
- Send other elected members info about setting up accounts and next meeting.

6. Next meeting – **TBA - will make a Facebook group and check when everyone is free**

**a. Wendy is away - 29th Nov-15th Jan**

**b. Sara is away - 8th Jan-10th Feb**

**c. Ronja is away 26th Nov-30th Nov**

Agenda Next Meeting

o **Set up everyone else as Executive**

o **Talk O-Week and Market Day**

o **Launch Party**

Executive Member	To-do list	Deadline
<b>Everyone</b>	▪	▪
Ronja (President)	<ul style="list-style-type: none"> <li>- Bank handover (Ronja to contact Fernando and organise time)</li> <li>- Continue sending out sponsorship emails</li> <li>- To get FABSOC things from Fernando</li> <li>- To contact Isabel about next meeting/what she wants to contribute to FABSOC</li> <li>- Organise next meeting</li> </ul>	▪
Wendy (Vice-President, Publications)	<ul style="list-style-type: none"> <li>▪ Bank handover</li> <li>▪ To brainstorm blog ideas</li> <li>▪ To contact Hannah for Marketing</li> </ul>	▪
Sara (Secretary, Treasurer)	<ul style="list-style-type: none"> <li>▪ Bank handover</li> <li>▪ To have a look over the ANUSA finance guidelines to start drafting a budget for O-Week/Launch Party</li> </ul>	▪

*The meeting closed at 12:18pm*

*Minutes prepared by Ronja Schubert*