AUMC Committee meeting April 2017

**Date:** 9/4/18

**Location:** Glen Osmond – Emily’s House

**Apologies:** Jono, Michael, Sundance,

**Absent:** Alvin, Rachel

**Present:** Andreas, Sofia, Jane, Emily

**Present via phone**:

**Meeting Opened at:** 6.15pm

1. **Minutes of previous meeting** (Feb 2018)

Accepted/Rejected – next meeting

1. **Actions from previous meeting**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check** | **Action** | **Person** | **Completion Date** |
| No | Research standards for ropes and set AUMC policy | Emily | Next meeting |
| No | All inventory (including Gear room) and check first aid kits for required items/all in date * Get old inventory list from au sports
 | ALL OfficersEmily | ASAP |
| No | Post in trip leaders for police checks | Emily | After AGM/first few events |
| No | Quote for tent prices. To be investigated - lightweight tents needed (perhaps 1 per year to be purchased) | Jono | Next meeting |
| No  | Strategic plan – start by talking to AU sports.  | Sofia | ASAP |
| Yes | Change online membership to $15 * Make new product for 2018
* Check that we have enough cards
* Ask au sports if they have laptops etc. to use for memberships
 | Emily | ASAP |
| Yes | Quote for 2 Kayaks – budgeted $3500 | Jane | ASAP |
| No | Create equipment policy regarding lost/stolen/broken equipment – standing resolutions * Look at existing
 | Andreas | Next meeting |
| Yes | Run comp for O-week – cliff bars and shirt as prize* Hang board etc.
 | Andreas | O-week |
| Yes | Gear room and boat shed maintenance day* Organised for the 3rd March
* Look for trailer rego
 | Jane | 3rd March |
| No | Change ABN contacts | Emily | Next meeting |
| Yes | Online kayak purchase? | Jane and Jono | ASAP |
| Yes | Copy all docs across to google docs to be running documents | Emily | Next meeting |
| No | Sign up waver for new members – medical form onlyThe Adelaide University Mountain Club is not in any way responsible for injuries incurred as a result of the activities led by and hosted by the AUMC. The AUMC reminds its members that trip leaders are volunteers and are generally not professionally accredited. – add to medical form and bottom of events – try and make it automatic for eventsRun past AU sports | Sofia and Emily  | AUMC |
| Yes | Event T&C’s on bottom of all events | Sofia | Next meeting |
| No | Use, replacement, storage etc for :* Harnesses
* Climbing equipment
* Life jackets
* Ropes
* Trailer for kayak (to be discussed with Jane)
* EPIRB
* First aid kits – and put together
 | Emily, Jane |  |
| No | Remove mountain designs from website | Stephen | Next meeting |
| Yes | Find out who has what keys:Boat shed keys – Jane x2, Jono, SundanceGear room – Emily, Jane, Andreas, Mohammad, One Missing???VRC locker – VRC front desk, Emily (gear room to pick up from Steve) | Jane | Next meeting |
| Yes | Book AUWSC shack for O-camp 17th/18th March | Andreas | Next meeting |
| Yes | Put up O camp event | Stephen | Next meeting |

1. **Officer’s reports**
	1. Treasurer (Alvin And Andreas)

Report due Friday 13th April

* 1. Activities officer (Rachel)
	2. Board riding officer
	3. Kayaking officer

New kayaks ready

Basic skills trip to run

Get James up to date and running trips

* 1. Climbing officer
	2. Bushwalking officer
	3. Gear room officer
	4. Promotions officer
1. **Upcoming Dates**

N/A

1. **Committee page/email/pre approvals/discussions**
	1. Change of club cards to stickers

Approved by committee

* 1. Add Alvin to ALL bank accounts with online access and authority to pay

Approved by committee

* 1. Get credit card on spending account

Only one signatory on spending account so that credit card is able to work for small/spending account # 035-000 690312

Approved by committee

* 1. Ensure correct people are still on the accounts with authority to pay and all other features available.

Those on all accounts should be: Jane Boroky, Andreas Reuter, Emily Baxendale, Alvin Rahmawan

Approved by committee

1. **Any Other Business**
	1. Induction with AU sports for Alvin, Sofia
	2. Add to booking form – do you have any medical conditions that AUMC should be aware of or will impact my ability to participate in this trip. No. Yes – I will take responsibility for this and inform the trip leader prior to the event
	3. Slackline – Check condition of it for use – add to list of activities
	4. Treasurer and President report due for 2017
	5. Get Alvin on bank account then talk to Jane for what she used to do, also use ‘Vstar’ for resources on treasuring

**Running table of tasks**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check** | **Action** | **Person** | **Completion Date** |
|  | Call Westpac bank – find out how to add signatoriesAdd Alvin to bank accountGive Emily full access | Emily | Next meeting |
|  | Budget for 2018 | Andreas | Next meeting |
|  | Induction with AU sports – Alvin, Rachel, Sofia | Sofia | ASAP |
|  | Check slackline condition | Jane |  |
|  | Get slacklining checked off as an official activity with AU Sports | Emily |  |
|  | Treasurer and President Reports to AU Sport | Emily, Andreas | Friday 13th  |
|  | Research standards for ropes and set AUMC policy | Emily | ASAP |
|  | All inventory (including Gear room) and check first aid kits for required items/all in date  | All officers | ASAP |
|  | Get old inventory list from au sports | Emily | ASAP |
|  | Post in trip leaders for police checks | Emily | Next meeting |
|  | Quote for tent prices. To be investigated - lightweight tents needed (perhaps 1 per year to be purchased) | Jono | Next meeting |
|  | Strategic plan – start by talking to AU sports.  | Sofia | ASAP |
|  | Stickers for AUMC membership 2019 | Emily | Prior to 2019 |
|  | Create equipment policy regarding lost/stolen/broken equipment – standing resolutions * Look at existing
 | Andreas | Next meeting |
|  | Change ABN contacts | Emily | Next meeting |
|  | Sign up waver for new members – medical form onlyThe Adelaide University Mountain Club is not in any way responsible for injuries incurred as a result of the activities led by and hosted by the AUMC. The AUMC reminds its members that trip leaders are volunteers and are generally not professionally accredited. – add to medical form and bottom of events – try and make it automatic for eventsRun past AU sports | Sofia and Emily  | AUMC |
|  | Use, replacement, storage etc for :* Harnesses
* Climbing equipment
* Life jackets
* Ropes
* Trailer for kayak (to be discussed with Jane)
* EPIRB
* First aid kits – and put together
 | Emily, Jane |  |
|  | Remove mountain designs from website | Stephen | Next meeting |
|  | Organise stickers for AUMC 2019 – contact and inform all sponsors |  |  |
|  | Add to booking form – do you have any medical conditions that AUMC should be aware of or will impact my ability to participate in this trip. No. Yes – I will take responsibility for this and inform the trip leader prior to the event | Emily | Next meeting |

**Meeting Closed at:** 7.05pm