

**MONASH UNIVERSITY
CLAYTON RESIDENTIAL
RESIDENTS' COMMITTEE**

Minutes of Meeting no 2/2008 of the Residents' Committee held on Monday 14 April 2008 at 6.00pm in the **FUNCTION Room**.

14 April 2008

Stephen Green
Secretary/Treasurer, ext 56761

Present:

2008 President/Sports Coordinator	..	Samuel Wellman
Deakin Hall	..	John McCarten
Farrer Hall	..	Hannah Ervin
	..	Christopher Hyett
Howitt Hall	..	Joshua Shuttleworth
	..	Alexandra Skimbirauskas
Richardson Hall	..	Jessica Fitzgerald
	..	David Ranger
Roberts Hall	..	Samuel Gibb
Normanby House	..	Stephen Green
	..	Kim Whitworth
South East Flats	..	Kashish Katoch
College Heads' Representative	..	Trevor Kennedy
Residential Programs Coordinator/ Environment Coordinator	..	Charmaine Loke

Absent:

Deakin Hall	..	First Year Representative
Roberts Hall	..	Timothy Dyson

Apologies:

Sports Coordinator	..	Craig Dillon-Gibbons
Administration Manager	..	Cassianne Martin

1 APOLOGIES

As above.

2 ADOPTION OF AGENDA

The agenda was adopted.

3 CONFIRMATION OF MINUTES OF MEETING NO 1/2008

Minutes of meeting no 1/2008 held on 12 March 2008 was confirmed and signed as an accurate record.

4 MATTERS ARISING FROM MINUTES OF MEETING NO 1/2008

4.1 Approval of resident's committee procedures

The Residents Committee Procedures were accepted by Mr Green and seconded by Ms Fitzgerald.

**RES 1/2007
26.3.07**

4.2 Normanby road traffic island

Mr Green reported that Normanby House residents were positive about the aspect of the installation of a traffic island on Normanby road to assist residents crossing. However some residents raised the issue that non-university commuters were using the road through campus as a short cut, increasing traffic on Normanby road. Normanby House residents believe that many motorists are speeding past the halls of residence on Normanby road. Mr Kennedy will raise the issue with the local council.

Action: Trevor Kennedy

4.3 Residents' Ball

Ms Fitzgerald gave an extensive progress report of the annual Resident's Ball. The 'Hollywood Glitz and Glamour' themed ball would be held one again at the Lincoln of Toorak on Thursday 8 May 2008. They decided to continue on with Lincoln as it was the best deal \$52pp (including GST), provided that a minimum of 300 people attend.

4.3.1 Tickets

A ticket selling pack will be provided to Ball sub-committee members, consisting of 20 tickets, ticket selling form and 4 money envelopes. Tickets will cost \$65 for residents and \$80 for non-residents. The College Heads have subsidised \$5 of every resident ticket sold and Ms Fitzgerald gave an official thank-you to the College Heads. Table group allocation will only be available at the Operations Office Front Desk. The Ball subcommittee members can ask for help from other Resident's committee members if they are having difficulty selling tickets. However whoever signs the ticket selling form will be responsible for tickets and money. The ticket selling form must be filled in by residents, especially their dietary requirements. Resident's Committee members are to fill in top two places on the form but leave money spaces free to guarantee a ticket. Non-residents must also fill in their Emergency Contact Details. Once 5 tickets have been sold, ball subcommittee members must bring in the money in the envelopes provided to the Front Desk to avoid excess money lying unprotected in their rooms. Once they money is handed over to Front Desk, they will receive a receipt as proof of receipt. All tickets must be sold or returned by 30th of April to Ms Loke.

Action: Ball Subcommittee

4.3.2 Promotion

Ball subcommittee members will also receive posters with the tickets to place in strategic places in their hall for promotion.

Action: Charmaine Loke

4.3.3 Entertainment

The band for the night will probably be 'Rockstar cover band', however the contract still needs to be finalised and the band needs to overcome overbooking issues. Mr Shuttleworth will liaise with Ms Fitzgerald on this matter.

Action: Joshua Shuttleworth

4.3.4 After party

The after party has not been finalised yet. Lincoln of Toorak has suggested 'Toorak Lion', which Ms Fitzgerald advised is a fallback option. 'Room 680' on Glenferrie road is also another option, having offered \$10 entry and a free drink on arrival. They have also expressed vague interest in offering half the cost of the bus from Lincoln to the after party. Ms Fitzgerald and Ms Ervin will continue to seek alternate venues and deals.

Action: Hannah Ervin

4.3.5 Transport

Mr Gibb announced that he received quotes from Quinces and Victorian Touring Coaches last week. It was a general agreement that the committee would like to continue with Victoria Touring Coaches and maintain the relationship, added to the fact that they were cheaper at \$3,718 compared to Quinces' \$3,830. Mr Gibb passed on the quote to Ms Loke to action when the time came.

Action: Charmaine Loke

4.3.6 Door Prizes

Ms Fitzgerald informed the committee that she had written to Mr Vladimir Prpich, Director MRS to assistance with the door prizes. He responded to her via email and has kindly donated merchandise packs and Gold class movie tickets for door prizes. Ms Fitzgerald also officially thanked him for the gesture.

4.3.7 MC

It was announced that an MC for the evening was required. Mr Katoch and Mr Wellman offered to do the job in the event that another candidate was not found from the Halls. An incentive of a discounted ticket was discussed as a form of incentive for the MC. Mr Gibb said that he would let the committee know later as he had someone in mind.

Action: Samuel Gibb

4.3.8 Decorations

Table decorations were also discussed. It was agreed that something cheap and easy such as balloons would be preferred to allow for more funds to be allocated to the after party. Ms Fitzgerald said she would inform the committee at a later date.

Action: Jessica Fitzgerald

4.3.9 Next Ball Subcommittee meeting

Ms Fitzgerald requested that the Function room be booked for the next Residents' Committee informal – which will be for the ball meeting on Monday 28 April at 6pm. Ms Loke said that she would get back to the committee regarding booking the room.

Action: Charmaine Loke

4.4 Photo board for residents committee

Mr Katoch reported that he had only received 4 emails from Residents Committee members for the photo board. All remaining members are to send their photo and a short submission to Mr Katoch by Friday 18 April. Ms Fitzgerald also reminded committee members to join the Facebook group for ease of communication.

Action: Residents committee

5 SPORTS REPORT

Mr Wellman reported that Badminton was complete and had run smoothly. Volleyball is currently underway. The games may be run half an hour later due to issues with Monash sport patrons still on the courts from the previous session. Sport's coordinators are to be at the courts before the matches to ensure they are free. The format of the pool competition is to be changed so that there is a men's singles and a women's singles. It will be held in Roberts/Richardson on Friday 18 April. Soccer begins next Wednesday 30 April.

6 ENVIRONMENT REPORT

Ms Loke reported that all disposable cutlery and crockery provided by the Halls Café is now 100% biodegradable, compostable, toxic free and is to be placed into the general rubbish bin which will go to the landfill.

MRS has also received a grant from Monash University to install efficient fluorescent lights into resident's rooms. MRS will fund the remaining project for the communal areas.

The vegetable garden is now up and running. Halls take turns in watering and vegetables will be available to be picked in second semester.

7 FOOD SERVICE

In response to queries from residents, it was explained that only non-residents are employed in the Halls Café to prevent conflicts of interest, for example giving extra food to friends or in cases of handling money. It was suggested by several members that more vegetables and of a greater variety become available. Ms Loke said that she would pass the suggestion on to the Food Service.

Action: Charmaine Loke

8 ITEMS FOR OHSE ZONE 19 MEETING

Mr Kennedy announced that two residents had been attacked and seriously injured on the way back to their residence from the Notting Hill hotel last Thursday night. He urged all residents to look after their friends and stressed the importance of not walking alone, especially females. A global email is to be sent to all residents warning them of the possible danger. The installation of more street lights and police patrols were suggested as possible safety measures.

Action: Residents Committee

9 ANY OTHER BUSINESS

Mr Katoch raised the possibility of asking Monash Sport for a discount on gym membership for MRS residents as it is done at the Peninsula campus. Mr Wellman will write a letter of inquiry to Monash sport.

Action: Sam Wellman

10 DATE OF NEXT FORMAL MEETING

TUESDAY 13 May – 6.00pm in the Function Room.

Membership:

2008 President/Sports Coordinator	..	Samuel Wellman
Deakin Hall	..	John McCarten
	..	First Year Representative
Farrer Hall	..	Hannah Ervin
	..	Christopher Hyett
Howitt Hall	..	Alexandra Skimbirauskas
	..	Joshua Shuttleworth
Richardson Hall	..	Jessica Fitzgerald (Vice President/Ball Chairperson)
	..	David Ranger
Roberts Hall	..	Samuel Gibb/Samuel Ludowyk
	..	Timothy Dyson
Normanby House	..	Stephen Green (Secretary/Treasurer/Other Functions Chairperson)
	..	Kim Whitworth
South East Flats	..	Kashish Katoch (Publications Officer)
Sports Coordinator	..	Craig Dillon-Gibbons
College Heads' Representative	..	Trevor Kennedy
Residential Programs Coordinator/ Environment Coordinator	..	Charmaine Loke
Administration Manager	..	Cassianne Martin
For information		
	Operations Manager	Jason Whitaker
	Food Service Supervisor	Ridwan Tandijono
	Administration Officer	Georgina James