

# WORONI

BOARD MEETING MINUTES:  
Thursday 22th April 2021, 5:30pm

Meeting Venue:	Woroni Boardroom, Kambri Office		
Meeting Opened:	5:34pm		
Meeting Closed:	6:57pm		
Present:	Rachel Chopping, Charlotte Ward, Matthew Donlan, Bernie Callaghan, Vy Tsan, Ben Rowley, Lily Pang, Sian Williams (via Zoom)		
Apologies:			
No.	Item	Minutes	Action Items
1	Acknowledgement of Country	Matthew	
2	Confirmation of Previous Minutes	Done out of session	
3	Previous Action Items:	- Nil	
Print			
4	News Outline	<b>Charlotte:</b> <ul style="list-style-type: none"><li>- Isobel needs to take a step back.<ul style="list-style-type: none"><li>- Will hire someone new this weekend.</li><li>- Will speak to past candidates that were not chosen.</li></ul></li><li>- Media training happened on Tuesday.</li></ul>	-

- There was a disparity between Woroni and Observer attendance.
- More of a panel than training.
- Happy to share notes.
- I attended a press conference about ANU 2020-2021 finances.
  - All the information is embargoed until 11 tomorrow.
  - The article has been drafted, however, it is very number dense - needs editing.
- Helena, the ANU Observer has reached out for a meeting.
  - "Editor's stuff".
- Matt and Charlotte planning WWU.
- ANU Security has not gotten back to us.
- I want to take more photographs to upload onto Wordpress.

**Matthew:**

- Are we sending anyone to:
  - International Student Forum
  - Virtual Student Forum

**Charlotte:**

- Journalist Code of Ethics was given out at the conference.
- Will place in the office as well as on the website.
- Reporting on SASH workshop from ANU Media.

5	Content Outline	<ul style="list-style-type: none"> <li>- Sourcing for Ed. 3: 'On the Brink'.</li> <li>- The team has become very acclimatised.</li> <li>- Slight hiccup with version control and publication. <ul style="list-style-type: none"> <li>- Will remedy in the online publication.</li> </ul> </li> <li>- The online process is not as well oiled as print. <ul style="list-style-type: none"> <li>- Tasking Queenie with a few more tasks.</li> <li>- Want to streamline the process.</li> </ul> </li> <li>- Upcoming pieces: <ul style="list-style-type: none"> <li>- An anonymous piece about Maddie Chia and her capacity as Education Officer.</li> <li>- Enviro Collective event piece. <ul style="list-style-type: none"> <li>- Risk of being an advertorial.</li> </ul> </li> <li>- Flagging that I will be late to most meetings due to work, is this ok?</li> </ul> </li> <li>- <b>Board:</b> yes</li> </ul> <p>Meeting with the Writers Centre</p> <ul style="list-style-type: none"> <li>- <b>Rachel:</b> have sent all information over with a budget estimate. <ul style="list-style-type: none"> <li>- The event will happen sometime in June.</li> </ul> </li> </ul> <p>The theme for Edition Four:</p> <ul style="list-style-type: none"> <li>- 'Temptation' - sex adjacent edition.</li> </ul>	
6	Creative Outline	<p><b>Sian:</b></p> <ul style="list-style-type: none"> <li>- Art is going really well, super chill.</li> <li>- Creating thumbnails for content.</li> <li>- Conversing with Lilly about timelines for future</li> </ul>	-

		<p>magazines.</p> <ul style="list-style-type: none"> <li>- Extra day added to the art timeline.</li> <li>- Takes stress off of the team.</li> <li>- Two sub-editors doing one thumbnail a week for online content.</li> <li>- All work is manageable.</li> <li>- Hoping to create illustrations to put out an advertisement for a senior sub-editor for art. <ul style="list-style-type: none"> <li>- To take on more of a workload.</li> </ul> </li> <li>- Have not started on the radio project, will complete this by Monday. <ul style="list-style-type: none"> <li>- Please send through any additional ideas.</li> </ul> </li> <li>- Will ask Lily about the content timeline.</li> </ul> <p><b>Charlotte:</b></p> <ul style="list-style-type: none"> <li>- Sourcing art for investigative pieces in advance.</li> </ul> <p><b>Sian:</b> yes.</p> <p>[Sian leaves meeting 5:43]</p>	
7	Radio Outline	<p><b>Bernie:</b></p> <ul style="list-style-type: none"> <li>- New producer started yesterday.</li> <li>- Errors in licensing sheet. <ul style="list-style-type: none"> <li>- Submitted for this quarter after review.</li> <li>- Approx. \$250, will send Ben the invoice.</li> </ul> </li> <li>- DJ workshop + live music event. <ul style="list-style-type: none"> <li>- Looking for a venue. Right now it might be Sideways or a church (the place of worship).</li> </ul> </li> </ul>	

- Looking for bands - Teen Jesus and the Jean Teasers, a DJ and a third live act.
- Ticketed event approx. \$10 each.

Zoom event

- Hindenburg training session.
- Small attendance, but all of the attendees were very attentive.

We now have the sponsorship with Hindenburg.

- Two licenses for Journalist pro.

**[Lily has entered the meeting at 5:55pm]**

Facebook page

- I would like to delete the Woroni radio social media outlets and have all of our content centralised.

Motion to delete Woroni Radio Facebook, Woroni Radio Instagram, Woroni Radio Twitter and the Woroni TV Instagram:

- For: 7
- Against: 0
- Abstain: 0

The motion passes.

Buying new equipment

- Decision following the tech audit.
- Current equipment is very fragile and we have no spares.
- New pair of headphones and spare pair for the studio.
- XLR cords.

8	TV Outline	<p><b>Matthew:</b></p> <ul style="list-style-type: none"> <li>- Have just sent out an email today to ANU Media to interview Brian Schmidt. <ul style="list-style-type: none"> <li>- For a video on foreign interference and cybersecurity at the ANU.</li> </ul> </li> <li>- Liam's team are also working on a video about students from Myanmar. <ul style="list-style-type: none"> <li>- Student perspectives on the coup.</li> <li>- Interviews with the Myanmar Student Association President as well as a student studying remotely from Myanmar.</li> </ul> </li> <li>- Will most likely be sending out the Wood Library video for approval tonight.</li> <li>- Have a couple of fun videos coming: Coombs Raider (Amazing Race), Short Sketch Triptych.</li> <li>- A training session with the new camera was conducted.</li> <li>- MoU for equipment hire (liability form). <ul style="list-style-type: none"> <li>- Introducing a separate MoU for the whole semester (internal use only).</li> </ul> </li> </ul>	
10	Finance update Outline	<p><b>Ben:</b></p> <p>Business Transaction: \$132 670.94</p> <ul style="list-style-type: none"> <li>- Change since last meeting: \$-4 940.10</li> </ul> <p>Online Saver: \$102 908.60</p> <ul style="list-style-type: none"> <li>- Change since last meeting: \$0</li> </ul> <p>Term Deposit: \$60 000</p> <ul style="list-style-type: none"> <li>- Change since last meeting: \$0</li> </ul>	

		<p>Audit update</p> <ul style="list-style-type: none"> <li>- Still occurring, stable movement.</li> <li>- No ETA yet, talking to Liana.</li> <li>- Cannot find Hope's contract.</li> </ul> <p><b>Matt:</b> file audit to digitise documents.</p> <p>Amending the budget.</p> <ul style="list-style-type: none"> <li>- Need to discuss with portfolio directors before the AGM</li> <li>- Extending the Development budget line.</li> </ul> <p>A couple of finance approvals will be coming through.</p> <p><b>Bernie:</b></p> <ul style="list-style-type: none"> <li>- Working out the office phone.</li> </ul>	
11	Administration Update and Outline	<p><b>Vy:</b></p> <ul style="list-style-type: none"> <li>- Contributors policy <ul style="list-style-type: none"> <li>- Charlotte: not taking contributors.</li> <li>- Bernie: will draft up some clauses.</li> <li>- Vy is currently drafting this up.</li> </ul> </li> <li>- AGM rescheduled due to incapability to complete the audit. <ul style="list-style-type: none"> <li>- These are extenuating circumstances, Ben was not made known of this during his handover.</li> </ul> </li> <li>- Elections <ul style="list-style-type: none"> <li>- Please tell your subeditors.</li> </ul> </li> </ul> <p><b>Ben</b></p> <ul style="list-style-type: none"> <li>- Asset register and finalising that, also doing one for the office. <ul style="list-style-type: none"> <li>- Not urgent.</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>- Equipment hire policy <ul style="list-style-type: none"> <li>- Vy: email me</li> </ul> </li> <li>- Director and financial training</li> <li>- I need to start doing in-depth quarterly reports.</li> </ul>	
<b>Other Business</b>			
12	Emails	<b>Ben</b> <ul style="list-style-type: none"> <li>- Dreamhost; changing our email server. It is currently run through the website I think.</li> </ul>	
13	Website	<b>Ben</b> <ul style="list-style-type: none"> <li>- Using reserves and breaking up with ED.</li> </ul>	
14	Distribution	<b>Ben &amp; Matt</b> <ul style="list-style-type: none"> <li>- What's happening with the mags?</li> </ul> <b>Vy:</b> <ul style="list-style-type: none"> <li>- Distribution roster</li> </ul> <b>Bernie:</b> <ul style="list-style-type: none"> <li>- Email building custodians to get wire racks in new buildings</li> <li>- More comprehensive distribution list</li> </ul>	
15	Unyoked Inquiry	<b>Rachel</b> <ul style="list-style-type: none"> <li>- Are we interested?</li> <li>- Company that does a cabin giveaway.</li> <li>- Running a Writer's Retreat.</li> <li>- They are developing an anthology - Lilly will ask if any sub-editors want to subject.</li> </ul>	
16	Advertising	<b>Ben:</b> <ul style="list-style-type: none"> <li>- Advertising was a very prominent source of income for us previously.</li> <li>- We should look into this.</li> <li>- Changing over to a magazine means that the nature of these ads also has to change.</li> <li>- Supplements SSAF.</li> </ul>	



17	Google News	<b>Vy:</b> <ul style="list-style-type: none"><li>- Google Partnership in order for us to get onto the News tab</li><li>- Will look into this</li></ul>	
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