

Young Scientists of Australia, Melbourne Chapter

YSA Melbourne Inc., PO Box 4456, Melbourne University, VIC 3052
<http://www.ysa.org.au/melbourne/>

YOUNG SCIENTISTS OF AUSTRALIA, MELBOURNE INC.

ANNUAL GENERAL MEETING

SUNDAY, JULY 13TH 2014

ROSS HOUSE

Meeting begins: 12:00pm

1. Attendance

Maxine Lotherington, Angus Southwell, James Salamy, Lauren Cracknell, Monique McLennan, Rebecca Hall, Adrian Pellegrino, Bermi Dreyer, Helen Zhou, Melina Jablonka, Mark Salamy, Sarah Reinhard, Artemis Capa, Julien Macandili, Jayne McLucas, Harley Motteram, Kaih Mitchell, Stephanie Terlato, Alexander Tashevski-Beckwith, Ben Pickard, Lucy Caine, Emily Reinhard, Ricardo Cannizzaro, Genevieve Lacey, Justin Sorbello and Garth Bradbeer.

2. Introduction and rules

- The purpose of this meeting is to go through position reports for the previous year, dissolve the current committee, and elect a new one.
 - There will be a number of executive committee positions for which we will hold elections, as well as one co-option position: Content Curator
 - When casting your vote for a nominated candidate in each election, you will have 3 options
 - o Voting "For" a candidate
 - o Voting "Against" a candidate
 - o Choosing to abstain from voting "For" or "Against" a candidate
 - For each nominated candidate, you will be required to raise the amount of fingers that match the number of votes you are allowed to cast, when the aforementioned options are announced. Each YSA member present can cast only one vote, and one extra vote per proxy vote held.
 - If the combined number of Against and Abstain votes cast for a nominated candidate is greater than the number of For votes cast, then that candidate will be deemed unelected, and we will need to re elect that position.
 - If you have multiple proxies you can split them between candidates; they don't all have to go to the one person. If your proxy has specified a particular way for you to vote on their behalf, you must follow these instructions.
 - MWOP positions are slightly different this year. There is a social MWOP, science MWOP and content MWOP and 2 general MWOPs.
 - Specific MWOP positions will be run like portfolio votes
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- General mwops will be elected in the usual rounds format, whereby we elect General MWOP #1, and then General MWOP #2
- If there is only one candidate for any position, they are not automatically elected. They will be given a chance to speak before they will leave the room and a vote will be held to determine whether they have been successfully elected.
- Again, if too many people abstain, and a candidate does not receive a certain majority support, a vote may not pass.

a. Confirmation of proxy holders

- i. Proxy Holder: James Salamy
Proxies Held For:
 - a. Jaimee Rapier
 - b. Adam Bell
- ii. Proxy Holder: Lucy Caine
Proxies Held For:
 - a. Amelia Wales
- iii. Proxy Holder: Emily Reinhard
Proxies Held for:
 - a. Ben Kiernan
- iv. Proxy Holder: Bermi Dreyer
Proxies Held for:
 - a. Jessica Suares
- v. Proxy Holder: Mark Salamy
Proxies Held for:
 - a. George Zographo
- vi. Proxy Holder: Lauren Cracknell
Proxies Held for:
 - a. Daniel Keirnan
 - b. Camille Motteram
- vii. Proxy Holder: Harley Motteram
Proxies held for:
 - a. Camille Acuna

3. Confirmation of minutes of previous AGM

Genevieve Lacey moves that the minutes of the previous AGM are a true and accurate record of the event of the previous Annual General Meeting.

Ricardo Cannizzaro seconds. Lucy Caine and Kaih Mitchell abstain.

Motion passes.

4. Position Reports

a. President's Report

- 12 months ago we met and spoke of bold plans for our online presence and new collaborations. We have undertaken new projects and tasks. It hasn't always been easy but it wouldn't be possible without our executive and members.
- We had some bright new exec members along with wise members who have served for several years on the exec committee.
- We have had a phenomenal involvement with the Community this year, from families, to universities and schools.

- We've had lots of new collaborations such as Leap into Sciences where we did video interviews and provided support for the establishing program, ASC, and Sale Science Spectacular, which ran very successfully.
- Had some very ambitious and successful projects: YSA open day, national trivia night, podcast, blog.
- The future is bright for YSA Melbourne, with new exciting social events, the possible return of the YSA ball, and much more on the horizon.
- We have plans for a restructuring of the executive committee, to bring our committee structure in line with the changing work demands of the current day. We plan to introduce 2 new positions: content curator, and, communications manager.

(For full report see appendix)

b. Financial Report

- YSA Melbourne currently has 80 financial members. We've spent about \$2000 more this year than last but we have also brought in around \$2000 more. We've updated our recording system, to provide more accurate records of inflows and outflows of money.
- Additional t-shirts have been bought over the course of this term to fill size gaps.
- We have also invested in membership cards.
- We invested in a Facebook advertising campaign to promote the YSA Melbourne Open Day 2014 event, and also received a generous sponsorship from VLSCI.
- Continued the previous year's Natcon Subsidy, providing \$200 to members assist with costs associated with attending the YSA national conference in 2013.
- Also subsidised some socials
- Some quick statistics:
 - o Income:
 - Largest income: socials, TCSE, science outreach
 - o Expenditure:
 - Socials: 30%
 - National events: 23%
 - Monash TCSE: 18%
 - Open day: 5%.
- Future expenditure on stock will need to happen, such as shirts for Jan 2015 TCSE season, with a new colour scheme

(For full report see appendix)

5. Election of returning officer

- Genevieve Lacey moves to appoint herself Returning Officer
- Justin Sorbello seconds
- Motion passes unanimously

6. Description of Committee Positions by Current Holders

- *Ricardo Cannizzaro asks that the committee of 2013/2014 approach the front of the room and deliver a short summary of what the roles and responsibilities of their respective positions were.*
- This committee was 14 members, with the Secretariat ("Top 4") that legally signs off cheques.
- President works with the secretariat to coordinate the committee, and lose many nights of sleep.

- The Vice President supports the President in the coordination of the organisation and handles many of the delegated tasks including liaising and mentoring the committee.
- The Secretary arranges and takes minutes for each of the minutes. The Secretary also process the incoming mail and membership.
- The Treasurer handles the management of the financial accounts, handles incoming and outgoing expenditure and providing financial assessment or reports after events. The Treasurer also acts as the public officer.
- Social coordinator coordinated the social events, which involves working with internal and external organisations to liaise, negotiate and coordinate each event, up to 3 months in advance.
- Webmaster manages and runs the website and manages the web presence of the organisation.
- Science Liaison acts as the organisation's public face to the community. They work with ANZAAS, National Science Week, and the Science School Foundation to initiate and maintain relationships.
- Editor manages the publication and promotion of content for the organisation including the blog and Facebook posts, TCSE Plasma etc.
- Immediate Past President ensures continuity of the knowledge and skills for the organisation through mentoring and training. This position is not elected.
- MWOP is an introductory role for the committee which involves assisting with a variety of tasks and learn the skills of other committee roles. You could also specifically shadow a specific portfolio or role, or assist in learning many different tasks.

7. Dissolution of the Current Committee

- The Returning Officer moves to dissolve the previous executive committee, and declares all positions vacant.

8. Election of the New Committee

- An announcement is made to advise that candidates can choose to decline nominations for positions if they wish.

Top 4

President

1 nomination for Ricardo Cannizzaro

Nominator: Genevieve Lacey, Camille Acuna seconds

Ricardo Cannizzaro accepts.

Vote passes and Ricardo Cannizzaro is elected as president.

Vice President

1 nomination for Lucy Caine

Nominator: Ricardo Cannizzaro, Lucy Caine seconds

Lucy Caine accepts.

Vote passes and Lucy Caine is elected as Vice President

Treasurer

1 nomination for James Salamy

Nominator: James Salamy, Angus Southwell seconds

James Salamy accepts.

Vote passes and James Salamy is elected as Treasurer

Secretary

2 nominations Maxine Lotherington and Stephanie Terlato

Maxine Lotherington

Nominator: Ricardo Cannizzaro, James Salamy seconds.
Maxine Lotherington accepts.

Stephanie Terlato

Nominator: Stephanie Terlato, Emily Reinhard seconds.
Stephanie Terlato accepts .

Stephanie Terlato speaks;

- Second term on the exec
- Wants to give back to YSA what it's given to her
- She could be a good community voice
- Has worked a lot with the current secretary
- Lots of preparing for the position
- This is what I want!
- I believe I can do this job well
- Goals for the position: General membership, the ball, stay on top of members, renewing, what can I do to utilise the membership.

Maxine Lotherington speaks;

- Served 2 webmaster terms
- Staffed many things i.e. TSCE's
- Helped out in many capacities
- Working to create a unified brand image to help retain and get membership
- Taken minutes in the past and is very organised.
- Would like to encompass general membership in training and development and events volunteering. In the past, it's been very exec focused. General membership is important.

Outcome

Maxine Lotherington is elected to the position of Secretary.

Portfolio Positions

Social Coordinator

2 nominations, Bermi Dreyer and Ricardo Cannizzaro

Bermi Dreyer

Nominator: James Salamy, Monique McLennan seconds.

Bermi Dreyer accepts.

Ricardo Cannizzaro

Nominator: Genevieve Lacey, Camille Acuna seconds.

Ricardo Cannizzaro declines the nomination.

Vote passes and Bermi Dreyer is elected as Social Coordinator.

Science Liaison

Genevieve Lacey advises that the Science Liaison Officer will undergo a name change at a future GM to Science Engagement Officer.

1 nomination Monique McLennan

Nominator Ricardo Cannizzaro, Lauren Cracknell seconds.

Vote passes and Monique McLennan is elected as Science Liaison

Web Master

1 nomination for Adrian Pellegrino

Nominator: Adrian Pellegrino, Bermi Dreyer seconds.

Adrian Pellegrino accepts.

Vote passes and Adrian Pellegrino is elected as Webmaster.

Editor

Genevieve Lacey advises that the current portfolio of Editor will be split into 2 roles to better manage the workload. The role of editor will be transitioned into the communications officer, and content curator will be elected into a co-option position and made permanent at the next General Meeting

Communication officer is about image and online presence, engaging in social media and with membership

Content curator generates and collects content.

The two roles coordinate and work together.

1 Nomination Timothy Newport

Nominator: Timothy Newport, Camille Acuna seconds.

Vote passes and Timothy Newport is elected as Editor.

MWOPS

Content MWOP

- No nominations were received. Nominations are now open to the floor,
- Ricardo Cannizzaro advises that the Content MWOP's role will be helping the content curator and communications officer in generating, producing and presenting content to the membership. As a MWOP you will still have scope to work on other projects if you wish.

Justin Sorbello nominates Lauren Cracknell, James Salamy seconds,
Lauren Cracknell declines.

Bermi Dreyer nominates Rebecca Hall, Ricardo Cannizzaro seconds.
Rebecca Hall accepts.

Vote passes and Rebecca Hall is elected as Content MWOP

Science MWOP

1 nomination Jessica Soares

Nominator: Jessica Soares, James Salamy seconds.

Jessica Soares accepts.

Votes passed and Jessica Soares is elected to the position of science MWOP

Socials MWOP

2 nominations. Helen Zhou and Stephanie Terlato

Helen Zhou

Nominator: Ricardo Cannizzaro, Helen Zhou seconds.

Stephanie Terlato

Nominator: Stephanie Terlato, Emily Reinhard seconds.

Stephanie Terlato speaks;

Really wants to be on this exec team

Lots of experience

Open day tour coordinator for this year

Is heavily involved in the Tuition network.

Lots of experience planning and leading events.

I believe I am more than capable of supporting Bermi

Wants to see more science themed socials.

New socials tailored to older members

Helen Zhou speaks;

Joined at open day, attended Melbourne University TSCE

Just came home from youth ANZAAS

I realised that I having a gathering of those with common interests in science makes us able to make significant changes in the world.

Science themed socials, try my hardest to be the best I can be.

Helen Zhou is elected into the position of socials MWOP

General MWOPs (x2 positions)

Nominations for Melina Jablonka and Stephanie Terlato

Stephanie Terlato speaks;

I think I can do more. I want to help as much as I can

Mwop is about representing members and helping the executive.

Focus on social and secretary as they are a captured interest.

Melina Jablonka speaks;

Joined in January after Monash TSCE.

Learning about YSA was wonderful

Working on the exec would make me very proud and I would learn a lot.

I am very interested in content and helping wherever I can.

General MWOP Position #1:

Vote passes and Melina Jablonka is elected into the position of General MWOP #1

General MWOP Position #2:

The motion does not carry, as no candidate is able to reach majority support

The position of General MWOP Position #2 is still vacant, nominations are opened up to the floor,

Garth Bradbeer is nominated by Monique McLennan, Lauren Cracknell seconds.

Garth Bradbeer accepts.

Vote Passes and Garth Bradbeer is elected into the position of General MWOP #2.

9. Election of the Co-option Position: Content Curator

No nominations

Ricardo Cannizzaro advises that this will become a full position at the upcoming General Meeting.

Justin Sorbello nominates Lauren Cracknell, Lucy Caine seconds.

Lauren Cracknell Declines.

Monique McLennan nominates Alexander Tashevski-Beckwith, Adrian Pellegrino seconds, Alexander Tashevski-Beckwith accepts.

Alexander Tashevski-Beckwith is elected to the co-option position of Content Curator.

10. General business

No General Business is raised.

Meeting closed 1.52 PM

Appendix:

President's Report

12 months ago, we gathered at our Annual General Meeting as a group of talented and dedicated young people, and we spoke of many exciting new ideas, events and directions for YSA Melbourne. We spoke of bold plans to revolutionise our online presence, new initiatives to bring science out into the community, and brand new services for members to make the experiences of our membership better than ever. As the executive year winds up, we are able to look back and see just how far we've come. Not only have we accomplished all of our ambitious aims and goals for the last 12 months, but we also have achieved the successful undertaking of further projects, involvements and initiatives. Of course, it hasn't always been easy; we have had to work incredibly hard to accomplish so much. However, this grand effort would not have been possible, if it were not for the hard work and dedication of you, the members.

When this term started, a group of courageous and eager members of our community were elected into office. We had many young members who took up the challenge to serve their organization for the first time, and brought with them new ideas and the desire for learning and growth. We also had older members returning for another round in the ring, keen to share their wisdom with the younger generation, and give back to the community that had supported them over the years. Together as a team we worked hard, learnt from each other, and were able to accomplish so much in such a short amount of time. Words cannot describe how proud I am of this committee's achievements and dedication, however this annual report will attempt to encapsulate their success across a variety of endeavours.

We are a science organization through and through, but we don't function in a vacuum. We are part of a community, along with schools, families, universities and workplaces. YSA Melbourne spent time this year interacting and engaging with the rest of our community and helping them see that science was not just something for us to do, but instead something we all shared. This included great programs and collaborations with partnership organisations including CSRIO, the Science Schools Foundation, the Australian & New Zealand Association of the Advancement of Science, LEAP into

Sciences, the Australian Science Communicators, the Victorian Life Sciences Computational Initiative, as well as an ever-growing list of universities and schools around Victoria.

I am most proud of our achievements in changing people's perceptions and lives. Through our science outreach projects we have been able to accomplish some incredible feats and have a real impact on the community locally in Melbourne, and also out in rural and regional Victorian communities. One core initiative was the continuation of our pilot program to bring science mentors into the classroom, where we were able to empower a generation of 100 young students and 4 teachers over the course of a semester. We hope to follow this up with another successful program in 2015. Another standout involvement was National Science Week 2013, where we assisted with Australia's biggest celebration of science and its role in society. Our involvements ranged from providing engaging volunteers to staff CSIRO stalls at the Victorian market, to coordinating the Sale Science Spectacular event, where we engaged over 700 primary students from a rural community in a series of hands on activities, science demonstrations and workshops.

This year, we wanted to place a larger focus on engaging and inspiring regional communities in science. We acknowledged the constraints of geography and available resources, and pledged to make a difference. Partnering up with LEAP into Sciences, we delivered outreach events in Wantirna for over 200 students. We were also proud to assist in Pilot Program of the Peshurst Volcanoes Discovery Centre Science Experience, a residential program for year 9/10 students. This was of course in addition to the aforementioned Sale outreach event.

I am also proud of our own grass-roots projects and initiatives. The committee took upon bold new projects such as the YSA Open Day 2014, which informed members of the public of all of the great opportunities and events on offer. It was an ambitious project, with high aims, however the committee came together, with assistance from members of the community, to pull off a spectacular event including an array of open-day style stalls featuring the different aspects of the organization, a special live show of our podcast show Lagrange Point, and also the grand National Trivia Night event. Our proactive marketing campaign established ourselves as a recognized name in the science communications industry, and earned us several expressions of interest from other fellow science organisations. But this is just the tip of the iceberg. There are so many incredible projects that have been taken on from the launch of our new science blog to the five Science Experience programs we assisted with, to a new membership card regime, to a new online presence strategy, to an outstanding amount of social events and more. Our committee and membership base have worked hard and contributed many hours and late nights, to achieve more than I can ever remember in the last 7 years. I am proud of how we have worked together so well, and I must thank all who have been involved, in particular the senior members who have helped train up a new generation to have the skills and experience the need to be the future leaders of the YSA community.

As the clock ticks over on this executive term, one committee's time will draw to a close. At the same time another committee of dedicated young leaders will rise to take up the challenge for the next 12 months. As YSA Melbourne continues to change and grow, these people will take the reins

and steer us into the future. On the horizon, there are many exciting plans and prospective projects, new and exciting social events, greater collaboration with our partnership organisations, and the return of the YSA Ball. We have started the ball rolling on constitutional reform to restructure the executive structure to better suit the requirements of this day and age, which entails the creation of two new positions to curate our generated content, and to manage our communications. There will be much to accomplish in the future, and a new generation of leaders will be there to lead the charge. We would love you to be amongst them.

We have an extensive committee that has been busily working hard this year on delivering the best they can for the organization. We have a Secretariat ('Top Four') of Ricardo Cannizzaro, Lucy Caine, James Salamy and Emily Reinhard.

The Secretariat handles the upper level operations and day-to-day business of the committee. They organize meetings, ensures tasks get done, run the finances and set the direction of the organization. They also are responsible for training and assisting the rest of the committee.

Our Portfolio holders, Genevieve Lacey, Camille Acuña, Amelia Wales and Alexander Tashevski-Beckwith are responsible for areas the organization has deemed critical. They look over these areas and ensure our members get the full benefit of our socials, publications, science events and website.

Finally, the Members Without Portfolio (MWOPS), Monique McLennan, Timothy Newport, Lauren Cracknell, Stephanie Terlato, and Harley Motteram do not have a specific area but provide help where able. The MWOPs were rotated through the various sections of the committee and they all assisted and learnt about the way each different section operates. They also assisted with our subcommittees.

Two subcommittees were formed under this committee, TCSE and The Ball. These two subcommittees were made up of members and non-members of the committee and worked on specific projects. In addition, a number of positions we elected by co-option for specific engagements such as Swinburne TCSE, Penshurst TCSE, National Science Week, and The YSA University Open Day Tours.

Financial Report

Overview:

YSA began the 2013-2014 year in a secure financial position, which has been maintained through conservative budgeting policy despite an increase in the number of events run across the year.

Financial Position Summary, from 1 st July 2013 to 30 th June 2014	
Current Financial Members	80
Income	\$9,641.92
Expenditure	\$8,887.98
Net Cash Position	\$9,930.76
Assets	\$2,981.67
Liabilities	\$364.86
Profit	\$753.94

Summary of Activity and Auditing:

An updated recording system has been implemented to aid in the auditing process, allowing more data to be captured about the nature of both income and expenditure, which can be used for more detailed pre-event modelling in future.

This year, YSA Melbourne has made a comfortable profit of \$753.94, which falls to \$389.08 once outstanding Liabilities are taken into account. This demonstrates that YSA Melbourne is in a secure financial position, with the ability to make further investments in member benefits and associated expenditure over the coming term.

Over the course of the year, a detailed stock-take of all assets was undertaken, with all assets examined and assessed as to their current market value to the organisation. This process led to an upgrade in the valuation of many items stored year to year as part of the residential hall supplies for Monash TCSE.

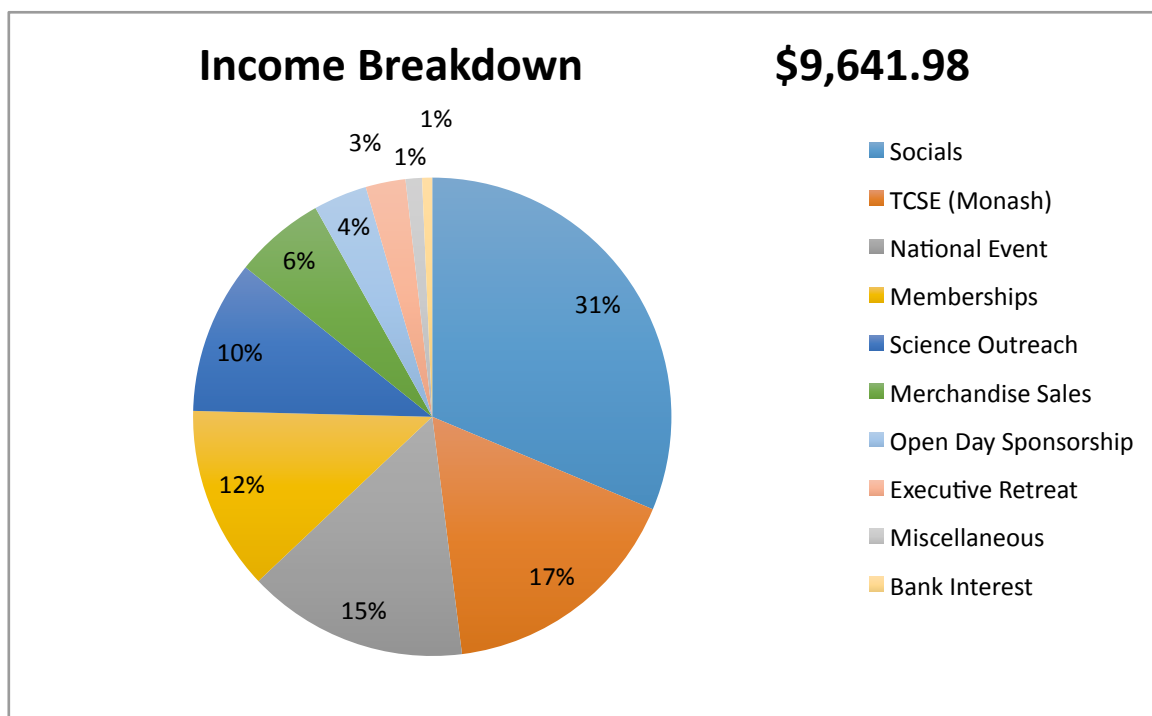
Additional t-shirts have also been acquired over the course of this term, to fill gaps in sizing availability. Due to the regularity of our purchases, the set up cost of the run was waived; allowing us to obtain the new merchandise at a lower cost per item. Other asset purchases include business and membership cards.

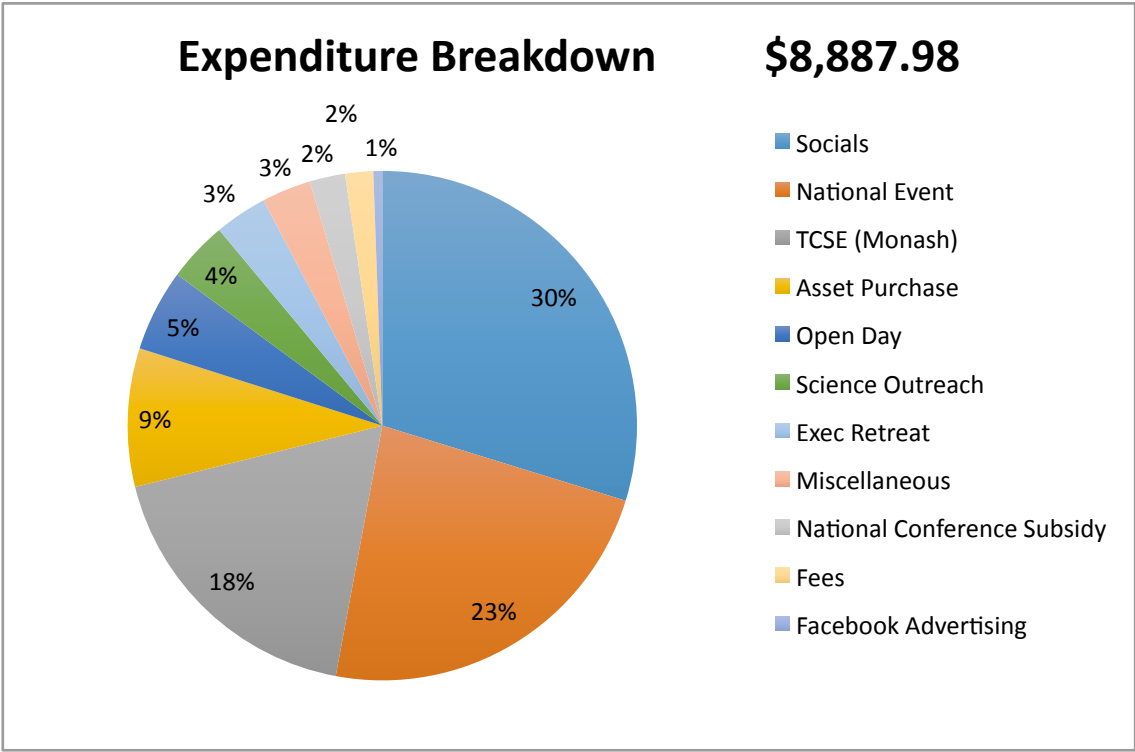
This term new investments have been made in promotion, such as the YSA Melbourne Open Day, and Facebook Advertising. Both of these were cost effective in terms of engaging the community in our organisation, both initially and also on a continuing basis, as well as assisting in enlarging our membership base. Towards the running of Open Day, we received a generous sponsorship from the Victorian Life Sciences Computation Initiative, making this event run at only a small loss.

The subsidy program introduced in the previous term to foster new executive members to travel to YSA's national conference was continued this year. Larger events such as the ANZAAS dinner, the National Event and Monash TCSE also received a subsidy.

Breakdown of Income and Expenditure:

As shown in the charts below, listed in decreasing order, over this term YSA Melbourne has expanded its investment in many areas. A standout is science outreach, with both our income from and expenditure in this area growing rapidly, with an increase in the number of programs run. Socials for this term ran at a profit, allowing larger, higher risk events and initiatives such as the Open Day, the National Event, TCSE, which all ran at a loss.





Roles and Responsibilities of the Treasurer:

YSA Melbourne’s Treasurer is responsible for managing YSA’s assets, ensuring that all income and expenses are properly documented and authorised by the committee. The treasurer coordinates this process, and also acts as one of the four signatories of the organisation. They are also responsible for the preparation of the yearly financial report that must be lodged with Consumer Affairs so that YSA Melbourne remains an incorporated organisation.

Future Investments and Position:

Given current stock levels, further investment in merchandise will be necessary in the next committee’s term, likely directed towards both t-shirts and hoodies, (in an exciting new colour!) YSA Melbourne’s strong finances would also support new investment in other types of merchandise or novel events, or a high outlay event such as a YSA Ball.

Nomination Speeches for absent candidates:

Timothy Newport

Won't be there, so speech:

Hey friends! I can't be with you on this lovely day, due to an acute case of Being Not In Australia. I'd like to firstly thank whoever is reading this, and Camille for seconding my nomination. I was nominated by myself, because I'm the world's biggest narcissist, and if you vote for me I'll bring you something back from Not Australia!

Warning: OP may not deliver.

But seriously, I'm super excited to be running for the Position of Editor this year, soon to be called the Communications Officer or some other such title. I've technically been a member of YSA since 2008, I believe, so I'm somewhere between Old as Balls and Old as Justin and I've only joined the committee last year, so it's beyond time I moved up in the world.

I've been an MWOP for a year now and in my time I've helped with National Science Week, staffed two TCSE's (one in Sydney!) and managed the FB page for the last few months. I ran the Great Facebook Ad campaign of 2014 in the lead up to the Open Day, which might be the reason some of you joined!

I'm putting myself forward as Editor this year because I believe YSA is at the dawning of a new era, one where we're Melbourne's go-to organisation for science communication, where we're more than just a collection of awesome young people, we're a Professional Science Organisation that is trusted to make great things happen.

Secondly, but no less importantly I want to keep you, our esteemed members, engaged and excited about science and supplied with the latest in high-quality news and memes.

I'd like to keep you informed via Facebook, keep in touch on Twitter, and blow your mind with our blog, Membrane!

We may not do the usual quarterly Plasma anymore, but we have made (and may continue to make in the future) a Zine!

Basically, I want to make cool things for you guys.

As Editor, I can make these cool things.

Elect me, yo.

[I would bow at this point]

--Tim

Jessica Soares

I can't attend the AGM so here's my "why you should vote for me" paragraph:

I am enthusiastic and eager to learn about how an organisation like YSA is run. I have been a member since 2012 and in that time I have made super cool friends and had some great experiences, so it seems only right that I try and give something back to the organisation. Vote for me, what's the worst that could happen?