



# Flinders Archaeological Society

## Special General Meeting Minutes

Date: 12/03/2014

Time: 5:30pm

Location: HUMS133

### Meeting opened: 5:30pm

Item	Topic	Issues arising	Decision/action	Action by
A	<b>Adopting changes to the Constitution</b>	There were problems last year at the AGM with being unable to make changes since we did not meet our quorum. Jordan Ralph organised the changes and discussed the changes that were to be made. These changes to the constitution had been sent out with the email about the meeting. The two main changes to the constitution are lowering the required quorum from 30% of members to 20% of members, and that any member of the executive and general committee must be a student at Flinders.	Andrew raised the notion of accepting the changes and Brad Guadagnin seconded it. All forty-two members in favour and the changes were passed.	Jordan Ralph
B	<b>Background on ArchSoc</b>	There were forty-two members that attended this SGM. ArchSoc reached around 180 members last year. The societies current bank balance is \$4852.02. There have been two issues of the newsletter, DigIt, out. In order to keep newsletter going, we needed nominations for someone to run it. Jana Rogasch put her hand up to take over and the executive committee accepted this.	N/A	Andrew Wilkinson
C	<b>Electing the new committee</b>	The old ArchSoc committee is now absolved. We called for nominations for the new ArchSoc committee online and these were sent to Holly, the old secretary. Brad Guadagnin was nominated for president, Dianne Riley was nominated for vice-president, Jana Rogasch for publications editor, Kahlia Pearce for social coordinator, and Anthea Vella and Rick Hunt as general representatives. It was explained that we needed a secretary and treasurer for this year, so that the society could continue in 2014.	The position of president was to be decided first and Rhiannon Agutter seconded Brad's nomination. All members were in favour and Brad Guadagnin was elected president. The position for vice-president was decided next, with Dianne Riley's nomination put forward and Holly Winter seconded. All members were in favour and Dianne was elected as vice-president. The position of secretary was next and opened up to the floor. Rhiannon Agutter offered to be a temporary secretary until a replacement could be found or someone stepped up to the position (after the meeting Bradley Kerr offered to be the secretary and has taken over the position). Bob Stone seconded and all members present at the	N/A

			<p>meeting were in favour. The position of treasurer was also opened up to the floor with Amber Millikan volunteering to fill the position. Brad Guadagnin seconded and all members present were in favour. Jana Rogasch's nomination for publications editor was seconded by Jordan Ralph and all members were in favour. Kahlia Pearce's nomination for social coordinator was seconded by Antoinette Hennessy and all members were in favour. The position of membership officer was opened up to the floor and Chelsea Wiseman volunteered. Andrew Wilkinson seconded and all members were in favour. There were no nominations for public relations officer at the time (after the meeting Adeena Fowke offered to fill the position). The position of risk advisor was opened up to the floor and Drew Jackson volunteered. Rhiannon Agutter seconded and all members were in favour. Anthea Vella and Rick Hunt's nominations for general representatives were seconded by Holly Winter and all members were in favour. A few more positions for general representatives were opened up to the floor and Bradley Kerr, Vanessa Sullivan, and Celeste Jordan volunteered. Jordan Ralph seconded all nominations and all members were in favour (Owen Hems was also added to the general representatives after the meeting). This concluded electing the new committee.</p>	
<b>D</b>	<b>Changing of the signatories</b>	The old committee needs to be removed as signatories from the bank account at NAB and the new committee added. Holly Winter and Andrew Wilkinson have already signed the change over forms.	It is moved that Andrew Wilkinson, Vanessa Beasley, and Holly Winter are removed as signatories and that we keep Antoinette Hennessy on, since it is a requirement of the bank. We move to add Brad Guadagnin, Dianne Riley, Amber Millikan and Bradley Kerr as signatories to the ArchSoc account.	Andrew Wilkinson
<b>E</b>	<b>Sponsoring NASC</b>	It was proposed at the AGM last year for ArchSoc to consider sponsoring NASC for \$500, but due to not meeting quorum this could not go ahead. This year Jordan Ralph proposed that ArchSoc could use \$500 from the \$1500 we get given for conference funding, to sponsor 10 people at \$50 a head to attend the NASC conference. It would still be applicable to people that have already registered for the conference. An application form will need to be filled in and the successful applicants will only get the money once they have attended the conference. There will also be the normal requirements of writing for the blog and	Jordan Ralph moved this and it was seconded Andrew Wilkinson. All members were in favour.	Jordan Ralph

		possibly the newsletter. Leah from NASC explained what NASC was about and how it is a good opportunity. It also benefits members as the society is giving you money to attend a great conference.		
<b>F</b>	<b>Confirmation of 2014 Associate Members</b>	The associate members are people outside of the student body and staff members. Last years associate members were read out and all will be added again, except for Jennifer McKinnon and Adam Paterson, who have moved on from the university. Claire, Heather and Wendy are already paid members.	Jonathan Benjamin and Bill Jeffrey will be added as associate members this year. No vote is needed.	Jordan Ralph
<b>G</b>	<b>Affiliation with FUSA</b>	The question was asked whether ArchSoc should wish to continue affiliation with FUSA. By being affiliated with FUSA we can get refunded for things that we have to spend money on, like stationery, printing, etc. They also give support to conferences and discounts for events. They can be difficult to deal with, but it is easy to apply for and ArchSoc would get good benefits. There was a question about whether lowering our quorum would be an issue, but theirs is also 20%, so not a problem.	The decision was opened to the meeting and Robby Cummins seconded it. All the members at the meeting were in favour to continue the affiliation with FUSA for 2014.	Jordan Ralph
<b>H</b>	<b>Discussion about the exciting events and projects ArchSoc is organising for 2014 (and introduction to what ArchSoc is/does for the new students)</b>	<p>There was a discussion about past events that ArchSoc has held, for example in Port Arthur, at Camp Coorong, and recording at Old Government House in Belair. There have also been other social events like pub-crawls and quiz nights. ArchSoc also offers sponsorship for conferences, such as AAA, AIMA, etc., as well as helping with WAC mail outs. This year ArchSoc has been asked to record Beltana cemetery in the Flinders Ranges, record and possibly complete a restoration/ conservation plan for a German wagon in Carrick Hill, and continue work at Prospect Hill.</p> <p>One member asked about this years quiz night and we hope to hold one by the end of the semester. The pub-crawls are usually held quite early on to welcome new students. On the 30th March the Diggers Shield with the Palaeontology society is being held on University Oval, with a practice being held on the 22<sup>nd</sup> March. There is also the Meet the Archaeologists</p>	N/A	N/A

		Night held in the third week of May, which is part of National Archaeology Week. We supposedly have Rick and Elizabeth as speakers so far, and Jonathan and Lynley should be asked to speak also. There is also the Meet the Archaeology students held before the MTAN at 1-5pm, but no presenters have been asked as yet.		
<b>Meeting closed: 6:04pm</b>				

2014 Member Number #	Member Name	2013 Member Number #	Member Name	2013 Honorary Life and Associate Member #	Member Name
2	Jordan Ralph	13	Bradley Kerr	1	Alice Gorman
5	Catherine Bland	38	Leah Putelama	14	Bob Stone
6	Andrew Wilkinson	68	Owen Hems	<b>Proxies:</b> 8	Chantal Wright (Holly Winter)
9	Bradley Guadagnin	72	Lauren Davison	1	Vincent Megaw (Holly Winter)
10	Celeste Jordan	89	Amy Batchelor		
11	Virginia Jane Ward	113	Anthea Vella		
12	Claire Smith	135	Rachel Hagan		
13	Gary Jackson	152	Rick Hunt		
14	Andrew Jackson	<b>Proxies:</b> 1	Vanessa Beasley (Jordan Ralph)		
15	Jana Rogasch	70	Kahlia Pearce (Brad Guadagnin)		
17	Roxanne Emma Bratton	80	Samantha Fidge (Rhiannon		

			Agutter)		
19	Jake Burgoyne	97	Trevor Tisdale (Mathew Ebbs)		
20	Kathryn Letheby	105	Hayley Prentice (Rhiannon Agutter)		
24	Chelsea Wiseman	140	Clare Leever (Rhiannon Agutter)		
25	Amber Millikan				
34	Vanessa Sullivan				
38	Kathleen Gorey				
44	Holly Winter				
46	Nick Ebbs				
47	Jacinta Koolmatrie				
107	Chelsea Pasch				
<b>Proxies:</b>				??	James Manning
4	Dianne Riley (Jordan Ralph)				
33	Lisa Bonnici (Andrew Wilkinson)				

Proposed changes to the constitution 12/03/2014:

Section 2.3:

Rename dot points to 2.3.1 and 2.3.2

Section 3.4:

Remove quotation mark.

Section 4.1:

Rename dot points to 4.1.1 and 4.1.2.

Section 4.2:

Rename dot points to 4.2.1, 4.2.2. 4.2.2.1 and 4.2.2.2.

Section 5.1:

Add 'the' in front of 'supporting'.

Section 5.1:

Rename dot points to 5.1.1, 5.1.2 and 5.1.3

Section 5.2.2:

Rename dot points to 5.2.2.1, 5.2.2.2 and 5.2.2.3.

Section 5.3:

Change '10' to 'ten (10)'

Section 5.8:

Change '51%' to 'fifty-one percent (51%)'

Section 6.1:

Change from 'The Executive must call at least three general meetings...' to 'The Executive must call at least two (2) general meetings...'

Section 6.4:

Change '21' to 'twenty-one (21)'

Change 'give at least a written five academic days' notice of...' to 'give at least five (5) academic days' written notice of...'

Section 6.5:

Add 'Notice must be given using all available Society communication channels.'

Section 6.6:

Change '30%' to 'twenty percent (20%)'.

Change 'Quorum for societies with a membership greater than 100 members will be 30 members.' to 'Quorum for general meetings when the Society membership is greater than 100 members will be 20 members.'

Change 'that are' and 'that have' to 'who are' and 'who have'.

Add section 6.7:

In the event that a general meeting does not achieve quorum, the meeting shall be adjourned until two (2) weeks after the date of the original meeting. Quorum for the adjourned meeting, which will be a SGM, will be ten (10) members, including at least two (2) members of the current Executive Committee.

Add section 6.8.1:

A person is deemed to be a member if they fulfil the criteria set out in clauses 5.1 and 5.2.

Section 7.3:

Change 'one' to 'one (1)'.

Add section 8.2:

Executive members should be current students of Flinders University.

Add section 8.4.1:

Duties of the outgoing Executive will continue until the end of a hand over period, which will be decided by the incoming and outgoing Executive.

Section 8.5.3:

Change 'two-thirds' to 'two-thirds (2/3)'.

Section 8.5.4:

Change 'two' to 'two (2)'.

Section 8.6:

Change 'one' to 'one (1)'.

Section 10.1:

Change 'twice' to 'two (2) times'.

Section 10.3:

Change 'five' to 'five (5)'.

Add section 11.2.2:

acting as a signatory of the Society's budget.

Section 11.4.5:

Change 'AGM' to 'AGM and other general meetings'.

Section 12.1.5:

Change 'Officer' to 'Adviser'.

Section 12.2:

Change 'The maximum number of General Representatives is limited to ten (10) members' to 'The maximum number of General Representatives is limited to five (5) members'.

Add section 13.2:

General committee members should be current students of Flinders University.

Add section 13.4.1:

Duties of outgoing General Committee members will continue until the end of a hand over period, which will be decided by the incoming and outgoing General Committee.

Section 13.5.4:

Change 'two-thirds' to 'two-thirds (2/3)'.

Section 14.1:

Change 'twice' to 'two (2) times'.

Section 14.2:

Change 'two' to 'two (2)'.

Section 14.3:

Change 'five' to 'five (5)'.

Section 14.4:

Change 'one' to 'one (1)'.

Section 15.8:

Change '12 months' to 'twelve (12) months'.

Section 16.1.1:

Change 'two-thirds' to 'two-thirds (2/3)'.

Change 'including of the...' to 'including notice of the...'.

Section 16.2:

Change 'Regulations can be...' to 'Regulations, policies and procedures can be...'.

Section 17.1:

Change 'two-thirds' to 'two-thirds (2/3)'.



Change 'including of the...' to 'including notice of the...'.

**Section 18.1.2:**

Change 'references to meetings include meetings held by telephone, video conference and e-meetings; and' to 'in addition to face-to-face meetings, references to meetings may include meetings held by telephone, video conference and e-meetings; and'.

**Section 18.1.3:**

Change 'references to written communications include email, text messages and social media (Facebook, Twitter, etc.)' to 'in addition to handwritten and typed communication, references to written communications include email, text messages and social media (Facebook, Twitter, etc.)'.

**Add:**

Updated at the Annual General Meeting of the Flinders Archaeological Society held on the 12<sup>th</sup> of March 2014.

**Update:**

Update all cross-references to sections and clauses where needed as a result of these changes.