**CURTIN ECONOMICS SOCIETY**

**Annual General Meeting Minutes**

**To be held at 12pm on October 12nd 2023 in building 106D (Guild Retreat)**

1. **Acknowledgement of the Traditional Owners:(12:10 PM)**

*“We wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk people. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region”*

1. **Attendance:**
	1. **Ordinary members present**

Mitchell Griffin 19139184

Sophie Scott 20178932

Angelo Tinoco 20594677

Harriett Butterfield 20183347

Gavin Muir 20214849

Aakash Neupane 20157782

Arabella Haythorpe 20562247

Kara Pitman 20848918

Brodie Abrahams 20559485

* 1. **Other staff or associate members present:** None
	2. **Others present:** None
1. **Disclosure of any potential or perceived conflicts of interest**
No issues were raised.
2. **Minutes of the previous AGM**The minutes of the previous AGM were presented for acceptance.

**Motion 1**‘That the minutes of the 2021 Annual General Meeting be accepted’

**Moved:** S. Scott
**Seconded:** H. Butterfield
**CARRIED** – Majority vote in favour of the motion

1. **Reports from the outgoing committee**

**5.1 President report** – Appendix 1

**5.2 Vice President’s Report –** Appendix 2

**5.3 Secretary’s report** – Appendix 3

**5.4 Treasurer's report & financial statement** – Appendix 4

1. **Constitution:**
	1. The Constitution was not amended and a unanimous vote in favour of the motion.
2. **Elections for 2022 committee:**
	1. **Returning officer**

**Nominations:** S. Scott

**Nominated by:** S. Scott
**Seconded:** H. Butterfield

S. Scott was elected unopposed as Returning Officer.

The Returning Officer took the chair and declared all committee positions vacant.

* 1. **President**

**Nominations:** A. Tinoco

**Nominated by:** A. Tinoco
**Seconded:** M. Griffin

1. Tinoco was elected unopposed as President.
	1. **Vice President**

**Nominations:** A. Haythorpe

**Nominated by:** A. Haythorpe
**Seconded:** M. Griffin

1. Haythorpe was elected unopposed as Vice-President.
	1. **Secretary**

**Nominations:** H. Butterfield

**Nominated by:** H. Butterfield
**Seconded:** A. Haythorpe

 H. Butterfield was elected unopposed as Secretary.

* 1. **Treasurer**

**Nominations:** A. Neupane

**Nominated by:** A. Neupane
**Seconded:** S. Scott

1. Neupane was elected unopposed as Treasurer.

**Other committee members**

Marketing Coordinator

**Nominated by:**

**Seconded:**

* 1. Angelo Tinoco was invited to take the chair for the remainder of the meeting.
1. **Bank Signatories 2022**

Changing bank signatories at Bankwest (Curtin branch)

|  |  |  |
| --- | --- | --- |
| **Role:** | **2022 Signatory Name:** | **2023 Signatory Name** |
| **President** | Sophie Scott 20178932 | Angelo Tinoco 20594677 |
| **Vice President**  | Harriet Butterfield-Cole 20183347 | Arabella Haythorpe 20562247 |
| **Secretary**  | Angelo Tinoco 20594677 | Harriet Butterfield-Cole 20183347 |
| **Treasurer** | Gavin Muir 20214849 | Aakash Neupane 20157782 |

1. **Other Business**
**Events / Initiatives for Next Year**
* Attend lectures to encourage engagement
* Maintain a greater physical presence on campus
* Maintain a connection with Curtin tutors and lecturers to present panel events
* Host a speed networking night in the first semester

**Membership Campaign for Next Year**

* More active notifications for members
* Keep membership free
* SMS notifications
* Email the students who expressed an interest in joining the committee

**Advertising**

* Place posters around campus
* Printed by the Guild for free
1. **Handover meeting**
	1. **Club Renewal**
		1. The club will need to be renewed between November 14th 2022 and March 26th 2023.
		2. The 2022 Executive Committee can assist in the process to ensure it is completed promptly and correctly.

The old and new committee discussed the key points of the handover minutes following the conclusion of the AGM. The document will be reviewed by the new committee and will answer any questions and conduct the bank signatories at the official Handover meeting. Both the old and new committee discussed dates and times that would be suitable to meet to conduct the handover. It was decided that the handover meeting will be held during the study week but the exact date is yet to be decided.

**The AGM concluded at 1.00pm**

**The Incoming Committee sticks around to sign club Guild club renewal documents:**

* Committee contact list - [HERE](https://guild.curtin.edu.au/pageassets/clubs/renewal/Club-Committee-List-2021-Template-ID-149067.xlsx)
* Club credit application - [HERE](https://www.guild.curtin.edu.au/files/85)
* Office Bearers’ Statement - [HERE](https://guild.curtin.edu.au/pageassets/clubs/renewal/Office-Bearers-Statement-fillable.pdf)
* Club Renewal <http://guild.curtin.edu.au/clubs/forms/clubrenewalform/>

**Appendix 1 - President’s Report**

**Presidents Report for Curtin Economics Society 2022**

2022 has brought about a busy year of new challenges, and exciting developments for the Curtin Economics Society (CES). We have hosted seven events this calendar year, most of which have experienced varying degrees of success. Our most notable events include the panel event ‘Where can a degree in economics take you’? and the CAA x CES Speed Networking Event. We have continued to deepen and expand our industry connections, increase collaboration with other clubs as well as provide more value to students through a newsletter, promotion of internship opportunities and more frequent social media involvement including the establishment of ‘Saturday Spotlight’. Whilst we continued to experience issues regarding membership and engagement, primarily due to the ongoing ramifications of the COVID-19 pandemic, we remain proud of our achievements and optimistic about the future of CES.

**Operational and Strategic Developments**

At the beginning of the 2022 calendar year, the CES exec committee conducted operational and strategic reviews. This was primarily driven by the Curtin Student Guild’s adoption of TidyHQ which became mandatory for renewal at the commencement on the 2022 calendar year. The previous committee began the transition in 2021, and at the beginning of this year the current 2022 Committee completed the transition and received the $300 TidyHQ grant as a result. TidyHQ provides a more comprehensive and all-encompassing platform for club operations and has useful features such as a task list and a finance summary with graphical illustrations. The transition has assisted us in our goal of simplifying processes and smoothing out our operations. In addition, the CES exec committee also reviewed our strategic stance. Due to the significant decline in memberships over the last couple of years we chose to broaden our base by targeting students studying all commerce degrees as opposed to exclusively targeting economics majors. It is my firm belief that basic and foundational economic understanding is absolutely imperative in a good education. Understanding of the economy, impacts so many parts of life, whether you are planning to make a new car purchase, thinking about investing in stock options or just wanting to monitor your budget. I currently study Accounting and Finance, however I have a great interest in economics as it intertwines very well with my degree and am sure there are other commerce students who feel the same way. This new strategy is also integral to the future growth of our club, in light of membership reduction universally experienced by Curtin Guild Clubs.

**Network Expansion**

Network expansion and development was one of our biggest goals of the year. We began the year off strong, with an invitation from Professor Felix Chan to have a consultation with Professor Andrew Brennan, Professor Sherry Bawa and himself to discuss the ways in which form a stronger partnership and work together to reinvigorate the economics space for students at Curtin. I did a speech at Undergraduate Day amongst five other clubs to promote CES to first year students which was our primary target audience. Harriet (Vice-President), Gavin (Treasurer), Angelo (Secretary) and I also went to lectures with an economic focus to promote CES via a short and snappy speech. We also attended a stall outside the Guild Office as an extra way of increasing our presence and exposure on campus. This year, we were fortunate enough to have made new connections with industry professionals through leveraging our partnership with the Economics department at the beginning of the year. This culminated in a networking panel event titled ‘Where can a degree in economics take you?’ during first semester featuring Dr. Yashar Taverdi from the Treasury, Professor Sherry Bawa and PHD candidate Zeenatul Islam. This year, we also frequently promoted industry opportunities from a wide variety of companies, emphasising the adaptability of economics. We also had two club collaboration events this year, a Semester 2 Welcome FBL Sundowner organised by Women in Business (WIB) as well as a CAA x CES Speed Networking event.

**Social Media Developments**

This year, the CES Committee was very motivated to increase digital engagement, introducing ‘Saturday Spotlight’ and monthly newsletters to reach a broader online community. Saturday Spotlight is a short summary of a famous economist that was posted on our Instagram and Facebook regularly. It was handled initially by committee member Sebastian Tofts-Len in Semester 1 and then Aakash Neupane in Semester 2. We also implemented a newsletter. This is primarily what our Social Media and Content sub-committee worked on throughout the year. Our newsletter featured CES updates, summaries of recent news articles, upcoming events and an economics fun fact. We hope that these initiatives will be continued by the incoming exec in our absence next year, as well as the implementation of new initiatives as there remains plenty of room for expansion.

**Events**

This year CES held seven events which yielded good results. We began the year with a Welcome BBQ, utilising the Guild to raise money for the club. We raised $78 dollars with both drinks and sausages. This was a great team-building event and increased exposure for the club. This was followed by our ‘Where can a degree in Economics take you’?. First year students were beginning to choose their majors so we did the event just prior to provide more insight for prospective economics students. We had Dr. Yashar Taverdi, Sherry Bawa and Zeenatul Islam feature as guests on our panel. This event was very successful, answering in-depth students important questions about a career in economics. In Semester 1, we also held a Cover Letter workshop. We thought it would be helpful as many students will be applying for internships and a good cover letter can make all the difference. In Semester 2, we kicked off with the FBL Welcome Sundowner at the Como Hotel , co-hosted and organised primarily by Women in Business (WIB). We then had a very successful quiz night which was a lot of fun and much more light-hearted than our usual events. Our biggest event of the year was the CAA x CES Speed Networking event, where students were able to mingle with professionals from the Treasury, Big 4 and a multitude of other companies. We intend to finish up the year with a relaxed sundowner at the Tav, utilising the free Tav pack. This year, we have also had some committee only events. We had a quiz night at Varsity together and we also have an end of year celebration planned.

**Looking Ahead**

Whilst membership numbers were reduced (a university-wide phenomenon due in part to Covid-19), we remain optimistic for the future of the Curtin Economics Society. With the connections that have been forged, lessons learnt, and the hard work of the committee will hold CES in good stead for 2023. On behalf of myself and the rest of the exec committee, we wish the 2023 incoming committee the very best for the upcoming year and I am sure you will learn a lot on your journey, just as we have. We will always be available for assistance, so please feel free to contact us.

Good luck (although I’m sure you won’t need it)!

Sophie Scott

*2022 President*

Curtin Economics Society

**Appendix 2 - President’s Report**

**Vice President’s Report for Curtin Economics Society 2022**

**Club Relationships**

This year, the club focussed on the development of inter-club relationships and collaboration between commerce clubs. Collaborating on events including the welcome sundowner with the women in business club and with the Curtin accounting association for our recent speed networking night really strengthened the offerings of the club and built on our network of connections. This leaves the club in a good position to enter the new year, with good connections to other commerce clubs and a solid foundation of ideas for future events.

**Planning for the future**

Of our events this year, I think the ones we got the most out of were our “where can a career in economics take you?” night, our social quiz night, and most recently the collaboration speed networking night. Our quiz night was a fun and relaxing event which really brought a lot of people interested in economics together. The other two were more serious events which really benefitted our club members and gave everyone a good chance to network with economics professionals and gain some extra knowledge on career pathways while studying a commerce degree. In the future, I think some small improvements could be made to make the planning process a bit easier, such as scoping interest in potential guests before announcing the event, which would allow the executive committee more flexibility and less stress when event planning and organising. Increasing event attendance is an ongoing challenge to all clubs, particularly post-covid, highlighting the need for good social media management and engagement with students across more than one promotion channel. To improve on this for next year, I think utilising teachers’ access to blackboard and encouraging club engagement in classes and friend groups is important. To overcome this challenge this year in 2022, we increased our collaborations with other student clubs to reach a wider pool of students. A strategy I found particularly effective for our welcome sundowner and networking event.

**Recommendations**

As you may know, conflicting student schedules and stress from assessments and deadlines can sometimes cause some difficulty in event and social media planning for the club. To overcome this, our executive committee made sure to work together as a unit and rely on people’s individual strengths to delegate tasks and lessen the workload. Being friendly and open with each other really helps the club and allows better ideas to be put forward.

Harriet Butterfield

*2022 Vice President*

Curtin Economics Society

**Appendix 3 - Treasurer’s Report**

 **Treasurer’s Report** 



Gavin Muir

*2022 Treasurer*

Curtin Economics Society

**Appendix 4 - Secretary’s Report**

**Secretary Report for Curtin Economics Society 2022**

The role of Secretary allowed me to take on a range of responsibilities within the club I have been very grateful for. While with the club we have organised various events, both professional and social. These events have given students opportunities to socialise with like-minded peers and meet industry professionals to further boost their careers.

Out most recent event was the Speed Networking Night held alongside the Curtin Accounting Association. Participants received first hand advice from knowledgeable professionals working in private firms, including the ‘Big Four’, and government sectors such as the Department of Treasury.

Our final event for this year will the sundowner held at the Tav. The sundowner will be a more casual event with a focus on socialising and winding down after a busy year.

I am very appreciative of the opportunities and experiences the Curtin Economics Society has given me. I look forward to seeing the club expand and continue to help guide other students.

Angelo Tinoco

*2022 Secretary*

Curtin Economics Society