

The Writers' Society - UNE



The Writers' Society IGM

Meeting goals

1. Confirm Clubs Aims & Purpose
2. Adopt the Clubs Constitution
3. Elect the Clubs First Executive
4. Discuss Opening a Clubs Bank Account

For Discussion in next meeting

- Financial Planning
- Setting Up the Clubs Bank Account
- Preparing for Event Planning 101

Our meeting link to attend virtually!

https://app.gather.town/app/akWeuVb6M5IIX29B/UNElife?spawnToken=0wfite4sRgqS_bS7F00U

See you there.

When 10-04-2026 at 16:15

Location: The Bistro, University Of New England, Armidale Campus AND Gather Town - Writers' Society meeting room, - The Bistro, University Of New England, Armidale Campus- Gather: UNE Writers' Society Meeting Room -
Link: https://app.gather.town/app/akWeuVb6M5IIX29B/UNElife?spawnToken=0wfite4sRgqS_bS7F00U

Chairperson Casey Morgan

Minute taker Simone White

Present Saloan Carson , Ella Crosby , Matilda Fortune , Baxter Fuge , Irene Lemon , Casey Morgan , A'ishah Shaik , Simone White

Apologies Keziah Haqq , Zoe Latimer , Chris Robertson

Unconfirmed SK Milan

Minutes

1. Meeting Open & Welcome

Thank you to the attendees in person and online.

We have nine (9) members in attendance.

Decision

Not required.

2. Apologies & leaves of absence

None recorded.

Decision

All required executive nominees in attendance.

3. Founder's Opening Remarks

Thank you all for your patience and willingness to stick with us over the past few months. Grateful to the team and everyone who has been involved. It's a great honour to get started today and to have everyone on board.

Decision

Not required.

4. Discussion of Clubs Aims & Purpose (as listed in the constitution)

Discussion of the club's aims and purposes noted in the constitution so everyone can understand what the club will look like in practice.

Casey explained points 2.1. to 2.2.5. of the draft constitution. Further comments on the aims:

2.1. Everything earned from any memberships or events will go towards the club to make sure everyone benefits from what we earn.

2.2.1. Everyone, regardless of style or genre, regardless of intent, where you write or what you write on, everyone is welcome to engage in the space and engage with others.

2.2.3. Regardless of medium, everyone is welcome to engage in whatever way they are most comfortable with.

2.2.4. Things that are outside of the university, for example November Novel Writing Month and any other Australian based writing competitions, we will encourage members and seek resources to be involved with these as much as possible.

2.2.5. We'll be hoping to guide people into publishing if they need support, or editing, or to other related fields of literacy they want to be involved.

4.1. Motion: That Clubs Aims & Purpose be accepted

Irene moved to vote on the motion to accept the clubs aims and purpose. Casey seconded the motion and moved to vote.

Unanimously accepted by members in attendance.

Decision

Motion passed.

5. Adoption of the Clubs Constitution

Discussion of the club's draft constitution with a brief overview of each section.

Items of further discussion:

- The club will be referred to as the The Writers' Society.
- Activities will include monthly group meetings and monthly writing prompts. Casey asked for feedback on the activities listed in the draft constitution; there were no requests for changes.
- Casey requested feedback on the membership and fees of \$10 annually for staff and students; there were no requests for changes.
- Annual General Meeting will be held in October 2026.

5.1. Motion: That the newly written constitution be adopted by the club.

Casey moves that we vote to accept the constitution. Ash seconded the motion.

Unanimously accepted by members in attendance.

 [Constitution_of_the_Writers'Society.pdf](#)

Decision

Motion accepted.

6. Election of the Executive

Moving forward with our elections. The club has no official executives at the moment, we are acting members to set up the club.

In order to be voted in as executives, we will ask for nominations.

Casey explained the process of nominating and accepting nominations for executives. We require a 50% approval rate (5 attendees).

Four positions up for nomination: President, Vice President, Secretary and Treasurer.

Irene nominated Casey for president, seconded by Simone, no other nominations, Casey is president!

Now move to the election of vice president, Irene would like to nominate Savannah, Casey seconded, Casey calls a vote of confidence, unanimous vote of confidence for Savannah.

Move to the role of secretary, Casey nominates Simone, Irene seconded, move to vote, vote of confidence, unanimous vote of confidence.

Irene nominated, Casey seconded, unanimous vote of confidence for Irene as treasurer.

6.1. Election of the President

Ash, as the returning officer, nominated Casey for the position of President. Simone seconded the nomination.

No other nominations.

Ash called a vote of confidence. Vote of confidence for Casey as President.

Decision

Casey elected as President.

6.2. Election of the Vice President

Irene nominated Savannah for the position of Vice President. Casey seconded the nomination.

No other nominations.

Casey called a vote of confidence. Vote of confidence for Savannah as Vice President.

Decision

Savannah elected as Vice President.

6.3. Election of the Secretary

Casey nominated Simone for the position of Secretary. Irene seconded the nomination.

No other nominations.

Casey called a vote of confidence. Vote of confidence for Simone as Secretary.

Decision

Simone elected as Secretary.

6.4. Election of the Treasurer

Irene self-nominated as Treasurer. Casey seconded the nomination.

No other nominations.

Casey called a vote of confidence. Vote of confidence for Irene as Treasurer.

Decision

Irene elected as Treasurer.

7. Discussion around the clubs bank account

There will be a treasurer's report that will come through with club's current assets.

Notably, current funds available can be used toward activities and assets for members. Opened up for discussion on how the club's members would like to see those used; no feedback provided.

Bank account needs to be set up at the Regional Australia Bank as not-for-profit.

7.1. Motion: That the club will open a new bank account as discussed.

Irene moved that we open a bank account at Regional Australia Bank. Casey seconded. All in favour.

Decision

Motion passed unanimously.

8. General Business

Irene requested insight from members to determine when the first event should be held.

Discussed holding first event in April following the assessment and intensive period. Agreed by members in attendance.

Executives will send out an update to members following the meeting.

Decision

First club event to be held in April.

9. Meeting Close

No further discussion. Thank you everyone for attending.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of The Writers' Society IGM on 10-04-2026

Summary of Matters Arising

Decisions

Item	Decision
1.	Not required.
2.	All required executive nominees in attendance.
3.	Not required.
4.1	Motion passed.
5.1	Motion accepted.
6.1	Casey elected as President.
6.2	Savannah elected as Vice President.
6.3	Simone elected as Secretary.
6.4	Irene elected as Treasurer.
7.1	Motion passed unanimously.
8.	First club event to be held in April.

Summary of Attachments

Attachments

Item	File Name
5.1.	Constitution_of_the_Writers'Society.pdf

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [The Writers' Society IGM](#)