

Annual General Meeting Agenda: 10th of October 2024 6pm 204.233

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| **Meeting Began @** | **6:07 pm** |

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| 1. Acknowledgement of Country |

“We wish to acknowledge the traditional custodians of the land that we are meeting on today, the Whadjuk people of the Boodjar nation. We acknowledge and respect the culture and contributions they make to this land, this university and this city”

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| 1. AGM Purpose |

* 1. The purpose of this AGM is to:
     1. Democratically elect 2025 office bearers in line with our last Guild-approved custom constitution. All ordinary members (current enrolled Curtin students & current members of this club) are invited to vote on all motions/agenda items and nominate other members for positions. Non-ordinary members can only attend if invited &U must only observe unless invited by the chair of the meeting to speak on a matter. Curtin clubs must be run entirely by Curtin Students, for the benefit of Curtin students.
     2. Provide a report on the year to the club’s members. This shall be prepared by the outgoing executives and reported within this meeting:
        1. For the members in attendance at the meeting,
        2. For members not in attendance. The reports will also be documented within the minutes which will be accessible to all members post-meeting via the club’s website.
        3. To successfully delegate club renewal of the club with the Student Guild for the upcoming year.
     3. Cover other business as per member agenda item submissions if time allows.
     4. Change the constitution
        1. Goals of the clubs
        2. Committee structure
     5. Democratically electing the committee members (executive)
        1. Curtin clubs must be run by Curtin students for Curtin students
     6. Reports
        1. Done by outgoing execs
        2. Documents to be emailed after AGM
     7. Club renewal
     8. Covering other business

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| 1. Attendance |

**Chair:**

James Lamb

A close-up of a attendance form

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**Absent:**

N/A

**Apologies:**

Liam Wibberley

Eden Haythorpe

Quorum has been met so the meeting may now commence

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| 1. Opening of AGM and Disclosure of Conflicts of Interest |

* 1. Opening Meeting
  2. Disclosure of any perceived or potential conflicts of interest
     1. James Lamb
        1. Treasurer of Engineers Without Borders
        2. General Committee Curtin Free Food Society
        3. General Committee Curtin Society of Mechatronic Engineers
        4. President-elect Curtin Mixology Society
     2. Tom Ryan-Galloway
        1. Gen Committee Curtin Free Food Society
     3. Joaquin Refrea
        1. Vice-President Curtin Free Food Society
        2. Lab tech for the university mechatronics lab
           1. Tom Ryan-Galloway
           2. Lance Williams
           3. Joshua Mitchell
        3. General Committee Curtin Society of Mechatronic Engineers
        4. Dating Chelsea Brooks
     4. Devlin Macgilp
        1. General Committee Curtin Free Food Society
     5. Joshua Mitchell
        1. Treasurer Curtin Free Food Society
     6. Cherry Byndoor
        1. Marketing Lead Curtin Engineers Club
        2. Secretary-elect Curtin Engineers Club
     7. Byron Seinor
        1. Vice-President Curtin Engineers Club
     8. Athena Galbraith
        1. Employed by BINAR
     9. Shaun Giacomel
        1. President Curtin Free Food Society
        2. EA Student Ambassador
        3. Student ambassador of Curtin
     10. Hayden Morton
         1. President of Curtin Card Games Club
         2. Event organiser Curtin Free Food Society
     11. Thomas Laing-Hughes
         1. Computer lab tech
            1. Teacher of Athena and James
     12. Tobey Dore
         1. Vice-President Curtin Society of Mechatronic Engineers
         2. President-elect Curtin Society of Mechatronic Engineers
         3. General Committee Engineers Without Borders
     13. Jade Woods
         1. General Committee Curtin Society of Mechatronic Engineers
         2. President-elect Engineers Without Borders
     14. Chelsea Brooks
         1. General Committee Curtin Free Food Society
         2. Dating Joaquin Refrea

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| 1. Approval of Previous AGM Minutes |

* 1. Previous minutes attached for approval
     1. Emailed out to all our members two weeks ago
        1. Everyone has read it
     2. Tom moves that the minutes of the 2023 Curtin Robotics Club Annual General Meeting be accepted
        1. Josh seconds
        2. No dissent
        3. Motion passes

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| 1. Outgoing Executive Reports |

* + 1. President’s Report

2024 has been an incredibly successful year for us. We have managed to collaborate with various other clubs this year and run some incredible events. Our Marketing was taken to the next level by Chelsea. And a few of our projects have seen some strong progress. With currently 8 projects running and with the most consistent attendance to build nights throughout the year.

For our events this year we held:

* 2 hackathons
* A soldering workshop
* 2 Arduino workshops
* 2 Excel Workshops
* A CAD workshop
* 1 games night (so far)
* and the usual build nights

While some of our events haven’t seen the highest attendance others have seen the most attendance they’ve ever had. We tried running excel workshops this year, while they were incredibly well run by Hayden the attendance was unfortunately lacking with most people in attendance being CRoC Committee members. However, the Semester 2 Hackathon was unbelievably successful. Josh, Liam, Athena, and Joaquin did an incredible job creating and running a fantastic Hackathon. We’ve got a play area that will be usable for many future hackathons. We had sold out on tickets and had most people show up. In fact we had so many people we almost ran out of parts. With the addition of the CME Grant from Paxman the event has been one of our best to date.

We continued our year with a CAD workshop run by Eden and Seb. While it didn’t have the greatest attendance, it was run very well. This was also our year of collaborations. We have partnered with many other clubs and organizations throughout this year. We started with a Curtin Society of Mechatronic Engineers Collab for our Arduino Workshops. This continued with us participating in the Engineers Without Borders Olympics where Amir took charge and ran the soccer games. We also participated in Mechelmech, and will be participating in the Girls+ Engineering Tomorrow Forum.

Another successful event we had was our soldering workshop, which went very well. We had some great attendance and our friends at the Artifactory were a huge help. They helped with running another incredible soldering workshop and I’m looking forward to seeing how we can work with them next year.

What's come with participating in so many events is of course the marketing. This year we’ve had Chelsea contribute greatly to the marketing for the club. We’ve had better posters than we’ve ever had, and the general quality of the materials we’ve put out have been greatly improved. It's been incredible seeing a master at work especially with the hackathon marketing.

Committee/Constitution Changes

Continuing on from last year we have tried to implement the Leads roles and smaller teams to help with the organisation of the club. These roles have definitely helped but as we experienced this year we’ve come up with some improvements for next year. Mainly we will be making the Events Lead and Marketing Lead Executive positions. This is to help with their ability to do their jobs, and to honor the fact that these roles require a larger workload than a general committee position. We were also faced with the challenge of taxes this year. With the fear of us having to deal with putting in tax returns Lance definitely was preparing to have his work cut out for him. Luckily the guild will be making us sub entities meaning we will not be required to submit tax returns. This entire situation encouraged us to take a deeper look at the current state of our constitution. We’ve made many changes this year that we will be covering later in the meeting. The main change will be to do with the size of our committee. With the amount of work we’ve put in this year we all agreed that having more committee members was necessary. Coming from that we’ve had some new unofficial committee members that have absolutely been an incredible help this entire year.

Recommendations for next year

Tom will be covering all of our recommendations for next year in their Vice Presidents report.

I would again like to say a huge thank you to everyone a part of this committee this year. It has been an absolute pleasure working with every single one of you. This club couldn’t have run nearly as well as it has without the contributions and efforts from everyone. I have enjoyed this role far more than I was expecting and I’m keen on seeing the future of this club.

* 1. A graph with numbers and a line

     Description automatically generatedSecretary’s Report

A graph with numbers and a bar

Description automatically generatedWe have experienced a slight dip in membership from last year, this may actually be due to errors in using TidyHQ. Other than last year, our membership numbers are still higher than all years post-COVID. Our turnout to events has been very similar to last year, with build nights remaining as busy as last year. However, this year we had the highest hackathon attendance we have ever had with 40 tickets sold, and a day 2 turnout of 20 people.

On sign-up, we ask our members why they are joining the club and here is a graph of those reasons simplified. The most common answer was along the lines of “I like robots” “I am interested in robotics” followed by a desire to learn new skills and then wanting to participate in our projects. The least common reason was just for “fun”.

A diagram of a pie chart

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A list of different colored squares

Description automatically generated with medium confidenceA close-up of words

Description automatically generatedThe degree breakdown of our members fits into 4 main categories; Engineering, computer science, unspecified and other smaller populations. The breakdown can be seen here on the left. Followed by the breakdown of the engineering disciplines that our members are currently studying or planning to study.

A list of different colored squares

Description automatically generated with medium confidenceA pie chart with numbers and a number

Description automatically generated

A colorful squares with numbers

Description automatically generatedA pie chart with numbers and a number

Description automatically generatedThe pie chart here showcases what years of study the members of our club are currently in. Unsurprisingly the most common year of study is the first year, with the least being post-grads.

A red rectangular object with black text

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A graph of numbers and colors

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Here we have a graph of the pronoun usage of our club members. Unsurprisingly the most common pronouns for predominantly engineering students is he/him. But we have a larger population that uses diverse pronouns other than he/him or she/her than people who use she/her pronouns.

This year we held a general committee meeting every week during the semester, with a steady attendance, and all of our meetings meeting quorum. We held one major executive meeting to go over our constitution and suggest changes, which we will be voting on at this AGM. Our committee structure continued on from the changes made last year with sub-committees within the general committee. We however have proposed changes to the executive structure to add marketing and events as roles to lead the general committee and sub-committees.

We have already recommended how to improve the committee structure next year through the changes to our constitution, allowing general committee members to be added throughout the year and the committee structure to be more flexible over the year. Other than that my major suggestions for next years committee are to plan events early. It is something that Tom did last year and I have continued this year in filling all booking applications before the semester even starts. This is easier to do for semester 2 as people are more available during the semester break. For this reason I encourage the secretary and marketing committee to start planning dates for semester 1 events immediately, during handover would be a perfect opportunity for this.

The major issue I had this year was with TidyHQ. Much of our membership data including some of stats already shown, is REALLY old. Members who have graduated still have 2nd or 3rd years as their year of study. In planning for the AGM I believe I have found the solution to this problem. When starting the year, sign up all members as new members and then merge their details with their old account, keeping the new data.

* 1. Treasurer’s Report

-Lance Williams (20550608), Treasurer

Income:

A screenshot of a computer

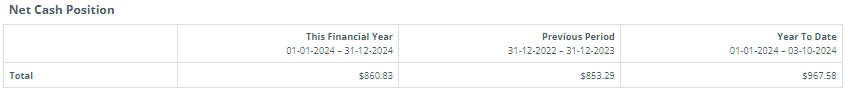
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Expenses:

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Net Position:



Notes and considerations to be made:

1. Current surplus should not be considered as pure profit, as Club yearly restock of components, such as wires and resistors, has not yet occurred, and will consume a significant amount of funds
2. List has been created for the use of the project leads, to communicate components required for their projects, as well as restocks. Sheet can be found here: <https://docs.google.com/spreadsheets/d/1hmYRqd8NqiFEN-GO1DeZHhpE2WmKQSLfhNDlheCGJpg/edit?usp=sharing>
3. For complete list of all accounted for all components, see link: <https://docs.google.com/spreadsheets/d/1FIxPWeqjxy0zToaIVfeDrw1oht2E937f/edit?usp=sharing&ouid=101421344022359573969&rtpof=true&sd=true>   
   Else, find all significant items below, as it was deemed mostly unnecessary to keep track of consumables worth less than $1/piece:

A screen shot of a computer

Description automatically generated

1. Overall, only difference between bank balance and tidyHQ balance is $12.13. This discrepancy is due to new member signups, which we have not received payment for yet, as well as miscellaneous fees, that will be reflected by the end of the year as a single line item.
2. As of time of submittal (03/10/2024), all Bills/Invoices to the club have been paid, and processed, and no money is currently owed to a third party.
   1. Project Admin’s Report

* All Projects making various progress throughout the year
* 4 new projects leads
* Revamping of Projects
* 3 progress chats with project leads

* TinyBot
  + 6 members semester 1
  + 10 members semester 2
  + 6 fully completed in total
  + Tried to implement Line Following
  + New Project Lead in Amir
* BoozeBot
  + Redesigned the Stepper Motor Programming
  + Progress halted due to redesign
  + Looked into the GUI
  + Destroyed Old Stepper Drivers had to buy New ones
  + Hayden (Project Lead) has been very Busy (he is sorry)
* Laser Tanks
  + Total Overhaul of Laser Tanks
  + New Project Lead in Daniel
  + Made a new Github
  + Reorganising the Lockers
  + Working on remote control
  + GOT A MOVING TANK
  + Around 4 to 5 members every build night
* XY Plotter
  + Working on G-Code improvements
  + Communication Between Arduino and Python code
  + Designing a New GUI
  + Was Once Moving
  + Trying to Finalise prototype design
* UR5
  + New Project Lead in Shea
  + Working on new Gripper Arm Design
  + Fixed the Tool Cable
  + Completed ROS2 integration thanks to Tom
  + Trying to Find the Finish Line for UR5
* Kenny
  + Got a Detailed 3d Scan of Kenny
  + Finalised Design of Motor Mounts
  + Needs More Funding
  + Trying to get Kenny moving and controlled by the control Box is a slow process
* Husky
  + Obtained new Batteries and working on them
  + Worked on getting the PC started, Took a long time
  + Starting to work with Paxman with their Husky Bot
* ARC
  + Had Louis as a Project Lead for Sem 1
  + He came up with a prototype
  + Now working on new Modular Design for the Controller
  + Using a prototyping board for N64
  + Soldered wires onto board for testing
  1. Vice-President’s Report

This year has been a brilliant year for our club and we look forward to next years committee making it another successful year. With this in mind I would like to pass on our recommendations for next years committee based on our experiences.

Firstly the continuation of the clubs existence should be the highest priority. Club renewal will be released early this year, starting from thursday next week, and we recommend starting this as early as possible. growing our club membership, and club committee membership should be a top priority. We recommend advertising early and often to bring in new membership, targeting first years through:  
 lecture bashing,

O-day advertising and

events early in the semester.

Existing members should be encouraging new members to get more involved with the club, weather that be through:

Projects,

events or

Volunteering for committee,

So that members may gain the skills to eventually run for executive committee positions, and the clubs future can be guaranteed.

Secondly our success as a club is governed by our events, and the success of our events is governed by our planning, preparation and resources. The success of many of our events this year has been thanks to both the resources provided by previous committee’s and excessive advanced planning. We owe Our MOST successful event this year, Semester 2 hackathon, to these factors. By planning well in advance, we avoided stressful crunch time, made sure things went smoothly, advertised early and had a record turnout. We also relied heavily on components created for previous hackathons, and documentation from previous years. These reduced workload, and allowed us to improve on previous events instead of starting from scratch. With this in mind our hackathon also developed new tools and equipment which we believe future committee’s will find very helpful in running future hackathons. We recommend that next years committee should continue in our footsteps in utilizing old resources, planning early, and improving/developing new resources for future committees. The new events admin should pay special attention to these points.

This year event attendance sometimes struggled along with build night attendance. To retain members project leads should develop concrete plans for their projects that can be carried out effectively by new members, especially first years, and plans to make their project appear as attractive as possible to new members. The new project admin should pay special attention to these points  
It is my belief that CRoC could attain more members via generalized advertising for the club placed around campus, via direct marketing at lectures, and through staff member contacts. For events we had some of the best advertising we’ve ever had at CRoC this year, thanks to our awesome marketing team(chelsea and alex). That being said event attendance could be improved even more by continuing to advertise early and often for all events, this can be achieved by advertising our events early in the year during 1st semester lectures, through further guild marketing channels, through our regular methods like O-day attendance, and via automated scheduled advertising on all our socials. This would save on stress and labor for our social media team and ensure that all events get the advertising they deserve. Event attendance could also be improved via strategic planning or event timing, trying to run our events early in semester, during semester break, and after stressful assignment periods. We were fairly successful at all of this this year, but there's still room for improvement. The new marketing admin should pay special attention to these points.

Club organization has been a weak point this year. The club room has gotten to a state of distidyness multiple times this semester, and the lack of ability of members to find parts has been an issue. On top of this knowing what components we have in storage and what needs to be purchased would help the club stay ahead of the curb, avoid last minute purchases and save the club money. For these reasons i am recommending that the new committee re-establish the general committee role of quatre master, and run a club clean up during semester break, in an effort to re-organise the club, and keep it in a state of cleanliness.

Finally our external communications have been fairly effective this year, contact with faculty and other clubs has improved through both official and unofficial channels. This has improved club outcomes in multiple ways, we have had more effective events by collaborating with other clubs like Curtin Society of Mechatronic Engineers, pushed to get a dedicated club workshop space through faculty and guild, pushed for dedicated soldering space to hold our workshops, and had inter university participation in our hackathon. We recommend that the next committee continue to push for a workshop with faculty (as we believe we are close to achieving an outcome for this), and expand our club interactions both by collaborating with other clubs, and inviting clubs from inside and outside our university to attend our events.

The future of the club looks bright, and we wish the future committee goodluck in all its endeavors.

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| 1. Constitutional Amendments |

* 1. Tom moves to approve all grammatical and spelling changes en bloc made to the constitution as outlined in the guild-approved constitutional changes.
     1. Alex seconds
     2. No dissent
     3. Motion passes
  2. Tom moves to approve all formatting changes en bloc made to the constitution as outlined in the guild-approved constitutional changes.
     1. Removing reference to the project administrator
     2. Josh seconds
     3. No dissent
     4. Motion passes
  3. Tom moves to approve point 7.10(b)(v) made to the constitution as outlined in the guild-approved constitutional changes.
     1. Lance seconds
     2. No dissent
     3. Motion passes
  4. Tom moves to approve point 8.3(a) made to the constitution as outlined in the guild-approved constitutional changes.
     1. Removing reference to the project administrator
     2. Joaquin seconds
     3. No dissent
     4. Motion passes
  5. Tom moves to approve point 8.4(a) made to the constitution as outlined in the guild-approved constitutional changes.
     1. Composition of the General Committee
     2. Lance seconds
     3. No dissent
     4. Motion passes
     5. Tom moves to approve point 10.2(a) made to the constitution as outlined in the guild-approved constitutional changes.
     6. Joaquin seconds
     7. No dissent
     8. Motion passes
  6. Tom moves to approve point 10.2(a)(v) made to the constitution as outlined in the guild-approved constitutional changes.
     1. Lance seconds
     2. No dissent
     3. Motion passes
  7. Alex moves a motion that the changes approved in this Annual General Meeting come into effect immediately, to include the remainder of this Annual General Meeting.
     1. Josh seconds
     2. No dissent
     3. Motion passes
  8. Micah Blank, Eden Haythorpe and Liam Wibberley are appointed as General Committee members via a majority vote of the Executive Committee
  9. Alex moves that Connor Whelan be appointed as the Elections Chair for the following elections at this General Meeting.
     1. Tom seconds
     2. No dissent
     3. Passes
     4. James steps down and invites Connor Whelan to take the place of Elections Chair
  10. A 15 minutes recess is called

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| 1. 2025 Executive Committee Elections |

* 1. Annual General Meeting resumes
  2. Alex moves that we nominate to elect Executive Committee Positions in the order President, Vice President, Project Admin, Events, Treasurer, Secretary, Marketing, and then the Named committee position of Quarter Master
     1. James seconds
     2. There is dissent
     3. Motion fails
  3. Alex moves that we nominate to elect Executive Committee Positions in the order Treasurer, President, Vice President, Project Admin, Events, Secretary, Marketing, and then the Named committee position of Quarter Master
     1. James seconds
     2. No dissent
     3. Motion passes
  4. James moves that we allow online attendees of the Annual General Meeting to be allowed into consideration for the upcoming Executive Committee elections
     1. Josh seconds
     2. No dissent
     3. Motion passes
  5. President Nominees:
     1. Joaquin Refrea
        1. Nominated by Lance
        2. Seconded by Byron
        3. Accepted
     2. Joshua Mitchell
        1. Nominated by Tom RG
        2. Seconded by Devlin
        3. Accepted
     3. Tom Ryan-Galloway
        1. Nominated by Joaquin
        2. Seconded by Josh
        3. Accepted
     4. Rhys Barrett
        1. Nominated by Tom RG
        2. Seconded by Josh
        3. Accepted
     5. Motion
        1. Byron moves to answer the last two questions before ending question time
           1. Alex seconds
           2. No dissent
           3. Motion passed
        2. Alex moves to limit deliberations to 5 minutes and with the possibility of extending the duration if desired
           1. Byron seconds
           2. No dissent
           3. Motion passes
        3. Byron moves to add 10 minutes of additional deliberation time
           1. Alex seconds
           2. No dissent
           3. Motion passes
        4. James moves to answer one last question and then end deliberations
           1. Alex seconds
           2. No dissent
           3. Motion passes
     6. Joaquin Refrea is elected by a majority as the President of 2025
  6. Treasurer Nominees:
     1. Eden Haythorpe
        1. Nominated by James
        2. Seconded by Alex
        3. Accepted
     2. Eden Haythorpe is elected unopposed as the Treasurer of 2025
  7. Vice-President Nominees:
     1. Lance Williams
        1. Nominated by James
        2. Seconded by Joaquin
        3. Accepted
     2. Joshua Mitchell
        1. Nominated by Joaquin
        2. Seconded by Lance
        3. Accepted
     3. Tom Ryan-Galloway
        1. Nominated by James
        2. Seconded by Joaquin
        3. Accepted
     4. Motion
        1. Alex moves to answer the last two questions before ending question time.
           1. James seconds
           2. No dissent
           3. Motion passes
     5. Lance Williams is elected by a majority as the Vice-President of 2025
  8. Project Administrator Nominees:
     1. James Lamb
        1. Nominated by Joaquin
        2. Seconded by Byron
        3. Accepted
     2. Joshua Mitchell
        1. Nominated by Oli
        2. Seconded by Amir
        3. Declined
     3. Tom Ryan-Galloway
        1. Nominated by Joaquin
        2. Seconded by Lance
        3. Accepted
     4. Motion
        1. Alex moves to extend question time for two more questions
           1. Lance seconds
           2. No dissent
           3. Motion passes
     5. James Lamb is elected by a majority as the Project Admin of 2025
  9. Events Administrator Nominees:
     1. Tom Ryan-Galloway
        1. Nominated by Lance
        2. Seconded by Joaquin
        3. Accepted
     2. Joshua Mitchell
        1. Nominated by Tom
        2. Seconded by James
        3. Accepted
     3. Motion
        1. Alex moves to extend question time for 3 more questions
           1. Joaquin seconds
           2. No dissent
           3. Motion passes
     4. Joshua Mitchell is elected by a majority as the Events Administrator of 2025
  10. Secretary Nominees:
      1. Tom RG
         1. Nominated by Josh
         2. Seconded by Lance
         3. Accepted
      2. Alex Purcher
         1. Nominated by Joaquin
         2. Seconded by Josh
         3. Accepted
      3. Alex Purcher is elected by a majority as the Secretary of 2025
  11. Marketing Administrator Nominees:
      1. Cherry
         1. Nominated by Byron
         2. Seconded by Josh
         3. Declined
      2. Chelsea
         1. Nominated by Joaquin
         2. Seconded by Lance
         3. Declined
      3. Motion
         1. Alex moves a motion to fill the position of Marketing Administrator at a later date either through an Executive Committee vote or SGM
            1. James seconds
            2. No dissent
            3. Motion passes
  12. Quartermaster Nominees:
      1. Liam
         1. Nominated by Josh
         2. Seconded by Lance
         3. No response when called
  13. Motion
      1. James moves to elect the general committee position of Quartermaster at a later date either through an Executive Committee vote or General Committee vote
         1. Alex
         2. No dissent
         3. Passed
  14. Connor Whelan steps down as the Elections Chair and invites James Lamb to return as the Chair of the meeting
      1. James Lamb accepts

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| 1. 2025 General Committee Elections |

* 1. General committee elections will not be occurring this AGM in accordance with the new constitution that came into effect this AGM

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| 1. Call for Nominations of Life Members |

* 1. James opens to the room for nominations for Life Members of the club, of which we can nominate a maximum of 3 for the year.
     1. Josh nominates Connor Whelan
        1. Shaun seconds
        2. Connor accepts
        3. No dissent
        4. Motion passes
     2. Joaquin nominated Ilke Dincer
        1. Lance seconds
        2. Ilke accepts
        3. No dissent
        4. Motion passes

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| 1. General Business |

* 1. Change of Bank Signatories
     1. Alex moves to remove Lance Williams as Treasurer, James Lamb as President and Tom Ryan-Galloway as Vice-President as signatories of the club bank account and add Lance Williams as Vice-President, Joaquin Refrea as President and Eden Haythorpe as Treasurer as signatories of the club bank account
        1. Seconded by Joaquin
        2. No dissent
        3. Motion passes
  2. Committee Handover
     1. Tom moves that the date and time of the Committee Handover be discussed outside of this meeting by the outgoing and incoming committees, in order to organise a suitable time.
        1. Ilke seconds
        2. No dissent
        3. Motion passes
  3. Github Control
     1. Tom moves that Control of the Github, the responsibility of the Project Administrator, be changed to the relevant person during the Committee Handover.
        1. Lance seconds
        2. No dissent
        3. Motion passes
  4. Club Ownership
     1. Tom moves that ownership of the club as a business be changed to the relevant person during the Committee Handover.
        1. Lance seconds
        2. No dissent
        3. Motion passes
  5. Club Accounts
     1. Tom moves that ownership of other club accounts, business and otherwise be changed to the relevant person during the Committee Handover.
        1. Lance seconds
        2. No dissent
        3. Motion passes
  6. Club Renewal
     1. Alex moves a motion to delegate Club Renewal during the Committee Handover
        1. James seconds
        2. No dissent
        3. Motion passes
  7. James opens the floor to project suggestions for the coming year
     1. RC hot wheels cars
     2. Soccer robots
     3. Fighting robots
        1. These project suggestions will be discussed at upcoming Executive and General Committee meetings.

1. James Lamb adjourns the meeting at 10:12 pm

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| **Meeting Adjourned by Chair @** | **10:12 pm** |

James Lamb signs this document stating that the minutes are correct and a true record of the meeting that occurred.