

Te Awhioraki

Minutes of Te Awhioraki

General Meeting

Date: 18th December 2024

Time: 6pm

Location: online

Executive Attendees:	
Position:	Name:
Tumuaki Takirua	Halle Gravatt
Tumuaki Takirua	Grace O'Shaughnessy
Kaituhituhi	Cheyenne Laugesen
Kaimahi	Corbin Tuwairua
Kaimahi	Wiremu Bartlett

1. MIHI AND KARAKIA:

1.1 Halle opened the hui at 6:03 with karakia.

2. APOLOGIES:

2.1 Samuel Hokopaura was an apology.

3. MINUTES OF PREVIOUS MEETING:

Matters arising:

3.1 Alex in point 2 to be corrected to Alexis Tahana-Payne.

3.2 Brittany in point 10 to be corrected to Britney Cradock.

3.3 Action items section to be corrected to Action Points.

3.4 Discussion points to be called agenda points.

3.5 Attendees to have first and last name.

Motion:	The amended minutes from the meeting on the 22 nd of October be amended. With the amendments, the minutes of that meeting are a true and accurate record of that meeting.
Motion by:	Grace O'Shaughnessy.
Second by:	Halle Gravatt.

4. ACTION POINT UPDATE:

<u>Date assigned:</u>	<u>Action required:</u>	<u>Person (s) responsible</u>	<u>Due date</u>	<u>Status</u>	<u>Date completed</u>
22/10/2024	Tumuaki Takirua to organise an event to go into the o-week calendar	Halle Gravatt and Grace O'Shaughnessy	Before o-week	Completed	Dec 2024

<u>Date assigned:</u>	<u>Action required:</u>	<u>Person (s) responsible</u>	<u>Due date</u>	<u>Status</u>	<u>Date completed</u>
22/10/2024	Tumuaki Takirua to organise next meeting for Te Awhioraki executive meeting	Halle Gravatt and Grace O'Shaughnessy	Before December 2024	Completed	18 th Dec 2024

<u>Date assigned:</u>	<u>Action required:</u>	<u>Person (s) responsible</u>	<u>Due date</u>	<u>Status</u>	<u>Date completed</u>
22/10/2024	Tumuaki Takirua to send Britney Cradock information about events and get IT access	Halle Gravatt and Grace O'Shaughnessy	Before Semester 1	In progress (email sent)	

5. O-WEEK:

5.1 Tumuaki Takirua working on first year event. Will be offsite and collab with Te Akatoki Māori Students Association (UC).

5.2 Budget of first year event to be \$4,000. This will cover kai, venue, entertainment, transport and miscellaneous costs. This is the amount Te Awhioraki is putting forward, UC will have a separate budget.

5.3 Sign up process yet to have logistics sorted but will be a requirement as numbers are capped at Dux Central.

5.4 O-week event does not clash with other events in the calendar. Is on the Thursday.

5.5 Communications will be pushed at halls, clubs day and on social media.

6. PORTFOLIO UPDATES:

6.1 Tumuaki Takirua:

- Working on handover documents.
- Talked to Britney about transparency with her mahi and everything she does within her hours.
- LUSA and Te Awhioraki have done their report, and it went over well with Council. There was one question about the o-week event and whether it was inclusive or exclusive.
- Asked to do a newsletter for RAM magazine for Te Awhioraki. RAM news letter will be distributed to first year accommodation rooms.
- Meeting with Kendall Bramley regarding budget.
- Raised that Te Manutaki will be pushing harder for scholarship student to attend mandatory workshops (i.e. attend noho and be at waiata Wednesdays).
- To allocate each kaimahi a portfolio. Emphasis on these not being restrictive but to give each portfolio someone to keep it accountable. It's a trial process, and will be relaxed. Opportunity for each kaimahi to collaborate between each portfolio and tautoko each other.
- Will give everyone on the executive a committee they need to attend.

<u>Date assigned:</u>	<u>Action required:</u>	<u>Person (s) responsible</u>	<u>Due date</u>	<u>Status</u>	<u>Date completed</u>
18/12/2024	Tumuaki Takirua to allocate portfolio roles to kaimahi	Halle Gravatt and Grace O'Shaughnessy	Before Semester 1	In progress	

6.2 Kaituhituhi:

- No updates regarding administration.
- Raised a question regarding waka ama and whether there would be potential to collaborate with UC to do this. UC student approached kaituhituhi and said that there is a lack of waka ama people in the university student age bracket.

6.3 Kaimahi Corbin Tuwairua:

- Looking forward to the new university year.

6.4 Kaimahi Wiremu Bartlett:

- 7 Expressed the need to hold scholarship students accountable with attending Te Awhioraki events. Need to hold them to a bit more of a standard. Encouraging them to come to events more often. Enforcing that there is a lot of money that is gifted to them, need to be more involved with the association.

8 DATES FOR EXEC WĀ

8.1 Sunday 9th February there will be an executive bonding wānanga. This will be a full day excursion.

9 BUDGET:

Halle and Grace ran through the budget.

Aim to spend the entire budget. Will run more events.

Halle and Grace to write a policy for reserves and how this money can be used.

Emphasis to obtain receipts when purchasing items or things for Te Awhioraki.

Emphasis on being caution around discussing the budget. It is not confidential but must keep the mana intact.

10 WHARE UPDATE:

Whare tracking to be completed by May 2026.

Old whare will still remain operational until the new one is open and running.

Petition to extend was made void as the current plans for the new whare are large.

11 ORIENTATION VIDEO:

Executive have been asked to participate in an orientation video. Look at saying pepeha and some information about ourselves at executive bonding hui.

12 INTRO TO MIHIMIHI

Halle provided the tāne with a tuku mihimihi template. Encouragement for the tāne to learn and participate in whaikorero.

13 GENERAL BUSINESS

Kaitikai putea: Halle and Grace have been contacted by a tauira to run for Kaitiaki Putea. Demetrio Cooper to help with running the bi-election. A SGM will be held

midway through first semester to follow standard procedures. Logistics of voting are yet to be confirmed. Halle and Grace to fill this role until new person is elected.

Pay: Pay is on a graded scale and is paid dependent on amount commitment from the individual exec member. Keep communication up to date if you cannot attend things.

Calendar with commitments: Grace to create a calendar for the executive to put in their assignments and other commitments. Aim for 10 events during the year plus 4 additional big events for events like Te Wiki o Te Reo Māori, Te Huinga Tauira and Rā Whakamana.

14 KARAKIA: closed at 6:50