



Te Awhioraki

Minutes of Te Awhioraki

General Meeting

Date: 11 October 2023

Time: 0800

Location: Whare, Lincoln University.

Executive Attendees	
Position	Name
Tumuaki Takirua	Brooklyn Greer-Atkins & Travis O'Boyle
Kaituhituhi	Jasmine Donald
Te Kaitiaki Pūtea	Reece Michelle
Kaimahi	Jonty Gallagher
Kaimahi	Ngapera Parata
Kaimahi	Cas Bunt

1. **MIHI AND KARAKIA.**

1.1. Everyone joined in with karakia to open the meeting and the Tumuaki Takirua welcomed everyone at 0800.

2. **APOLOGIES.**

2.1. There were no apologies to be given.

3. **MINUTES OF THE PREVIOUS MEETING**

3.1 The minutes of the previous meeting held on 27 Sep '23 were reviewed.

Motion:	The minutes from the meeting on 27 Sep '23 are a true and accurate record of that meeting.
Motion by:	Travis.
Second by:	Jonty.
Carried:	Unanimously.

4. **MATTERS ARISING FROM PREVIOUS MINUTES.**

4.1. There were no alterations nor corrections to the minutes.

5. **TUMUAKI REPORT**

5.1. Travis discussed:

5.1.2 Acknowledgment of Te Awhioraki at Te Huinga Taura on Lincoln University social media platforms.

5.1.3 The arrival of the new Te Manutaki academic advisor, Lisa.

5.1.4 Garden Party day concerns.

5.1.5 Te Awhioraki Executive voting 2024.

5.1.6 Transition of leadership for Te Awhioraki 2023 and 2024 executives.

6. **ACTION POINT REVIEW**

6.1 Action point 21 has been completed.

6.2 Action point 22 is still in progress and the due date has been extended until 18 Oct '23.

The following action points were added

ACTION POINT 23

Date Assigned	Action Required	Person (s) responsible	Due Date	Status	Date Completed
11 Oct	Organise presents for Lincoln University Staff.	Te Awhioraki executive. Jasmine – buy presents.	18 Oct '23	In progress	TBC

ACTION POINT 24

Date Assigned	Action Required	Person (s) responsible	Due Date	Status	Date Completed
11 Oct	Organise wellbeing packs to be given out during exam leave.	Te Awhioraki executive. Cas and Jonty sort numbers.	18 Oct '23	In progress	TBC

ACTION POINT 25

Date Assigned	Action Required	Person (s) responsible	Due Date	Status	Date Completed
11 Oct	Organise gift for Te Manutaki	Brooklyn and Travis.	18 Oct '23	In progress	TBC

ACTION POINT 26

Date Assigned	Action Required	Person (s) responsible	Due Date	Status	Date Completed
11 Oct	Organise time for 'one on one' meetings with respective	Te Awhioraki executive.	18 Oct '23	In progress	TBC

	roles in 2024 executive.				
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ACTION POINT 27

Date Assigned	Action Required	Person (s) responsible	Due Date	Status	Date Completed
11 Oct	Pick up the Whare mattresses from Ara.	Brooklyn and Travis.	14 Oct '23	In progress	TBC

7. PORTFOLIO UPDATE

7.1. Te Kaitiaki Putea.

7.1.1. Preparation of Te Kaitiaki Putea handover document for 2024 executive.

7.2. Kaituhituhi.

7.2.1. Preparation of Kaituhituhi handover document for 2024 executive.

7.2.2. Māori Language Week review.

7.3. Kaimahi. Inclusion and Education.

7.3.1. Preparation of Kaimahi handover document for 2024 executive.

7.3.2. Cultural Diversity Day.

7.4. Kaimahi. Cultural Engagement.

7.4.1. Preparation of Kaimahi handover document for 2024 executive.

7.4.2. Update on cultural event.

7.5. Kaimahi. Wellbeing.

7.5.1. Preparation of Kaimahi handover document for 2024 executive.

8. **MOTIONS TO MOVE**

8.1. There were no motions to be moved.

9. **GENERAL BUSINESS**

9.1. Travis outlined the following;

- 9.1.1. Agenda for the next meeting with the Te Awhioraki 2024 executive.
- 9.1.2. 'One on one' meetings with individual roles of the Te Awhioraki 2024 executive.
- 9.1.3. Thank you cards for Lincoln University Staff.
- 9.1.4. Planning for the internal review of the Te Awhioraki 2023 executive.

10. **NEXT MEETING**

11.1 The next meeting will occur on 18 October '23.

11. **CLOSING.**

12.1 The meeting closed with karakia at 0840.