

**Date:** 09/10/2025

**Time:** 17:10-16:40

**Location:** Waimarie Meeting Room 018 Whare auahu

**Present:** Zara Weissenstein, Cam Holmes, Troy Volman, Aleesha Young, George Gibbs, Nathan Campbell, Dipti Adhikari, Minuk Yung, Caterina Campese, Sam Dryden, Grace O'Shaughnessy, Halle Gravatt, Sam Budd, Sara

**In Attendance:** Coral Peat, Hyunsung Yoon, Anne Kanintang, Darius Harris, Liam Moore, Sam Rajnikant, Corbin Turairua, Kayley Wiffin

*Welcome to the incoming 2026 LUSA executive here in attendance*

## Opening procedures

### 1. Opening Karakia

### 2. Apologies

- Corbin leaving early at 6.16pm
- Anne leaving early at 6.44pm
- Ivy Harper, Sara Shea, Moni Avia and Eligh Ashby are unable to attend

### 3. Updates to Disclosures of Interest

- *Included at bottom of minutes*

### 4. Minutes of previous meeting

Motion to approve minutes of 18.09.2025 as a true and accurate record

- Moved by Zara
- 2<sup>nd</sup> by Sam D
- Passed

### 5. Matters Arising From Minutes

- Student Communities Coordinator is supportive of comments from the board regarding changes from glass to plastic items for club house for safety.

### 6. Notice of Items of General Business

- LUSA Promotion Budget
- Election results/ report
- Extra board meeting

## 7. Action points from previous meetings

Increase the Engagement of the Ram with day students	President, Engagement and Wellbeing Rep	Completed
H&S of Lab access	GM, Postgrad Rep, International Rep	Ongoing
Health and safety risks in events risk register	GM, Events Coordinator, Sara	Ongoing
Counselling services offered for off campus students	GM	Ongoing
Increase representation for diverse languages through student engagement (including sign language)	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep,	Ongoing
Accessible and bicultural signage around campus and updated maps	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep, Te Awhioraki	Ongoing
GP funding	GM/ President	Ongoing
Bus Cards	Disability Rep, Advocacy Coordinator, President, Sustainability Rep	Ongoing
Study Spaces (Library space reduction)	GM, Advocacy and Voice Coordinator, President, Secretary	
Include statistics of when nomination forms are handed in throughout years	President	
Increasing Periods of Elections	President	

- AGLS Faculty is awaiting feedback from SLT regarding 2026 budget and ability to include security for H&S of lab access
- Counselling services from health centre are now offering online counselling appointments for online students which is currently a work in progress. LUSA is awaiting for full process to be sent through.
- Increasing representation for diverse languages is ongoing as time allocation has been limited within the executive. This will be integrated into 2026 handovers.
- Signage has a strong focus on the accessibility. The LUSA executive involved have met and also spoken with LU Student Experience manager regarding usage of previous signage and how event signage could also be incorporated to become longer term.
- Ticket sales of Garden party have increased and forecasted to slightly improve. Ongoing lack of ability o for additional external funding/ sponsorship for the event.
- Delivery of the nationwide bus card service, Motu Move, has been delayed, meaning little meaningful advocacy can be done about tertiary bus services until final decisions have been made nationwide.
- Various spaces across campus are potentially to be utilized until more permanent spaces can be found for Postgrads. A push will also be needed to promote a drive of spaces for all students.
- As election has recently finished for 2026 LUSA exec. Preliminary dates for next year election and statistics from the recent election are ongoing.

## 8. Strategic risk register

<u>Risk</u>	<u>Mitigation</u>	<u>Likelihood</u>	<u>Impact</u>	<u>Overall Risk factor</u>
Loss of income from Student Service Levy	Have adequate reserves, budget conservatively, seek other income streams, provide a valuable service	Medium	Very Serious	Medium
Financial and reputational risk of large events	Carefully plan events, budget conservatively, have adequate reserves, listen to students on the need for large events	High	Very Serious	High
Conflict with Lincoln University	Maintain Service Level Agreement with LU and LUSA, open and clear communication with LU, address issues early on	Medium	Serious	Medium
Disruption and Response to major events	Ensure that we factor in the possibility of major disruptions, man-made or natural into our events and activities, student life and how we can advocate for anything that could be majorly disruptive and impact student life.	Medium	Moderate	Medium
Loss of staff or executive members	Safe, supportive work environment with competitive salaries and benefits, regularly update Business Continuity Plan and develop process document for each role.	Medium	Moderate	Medium
Unsatisfactory relationships with external organisations (Te Awhioraki, ATSA, SJS, Good One etc.)	Open and clear communication, where possible maintain a Service Level Agreement and Memorandum of Understanding, address issues early on,	High	Serious	Medium

		Impact/consequence			
		Minor	Moderate	Serious	Very Serious
Likelihood	Very High	Medium	Medium	High	Very High
	High	Low	Medium	Medium	High
	Medium	Low	Medium	Medium	Medium
	Low	Very low	Low	Low	Medium

- Currently Garden Party sales are 260 tickets away from 2,000 sales. Weather is expected to be good hoping this will increase attraction for attendees.
- Currently strong applications for the GM Maternity cover with two weeks of the advert still remaining.

Note to accept the Strategic Risk Register to remain the same

- Moved by Zara
- 2<sup>nd</sup> by Nathan
- Passed

## 9. Operations Update

### i. GM's Report

- Some glitched occurred in election voting within the first hour; however, these were remedied quickly. We will look at how to mitigate this risk for coming years.
- Election voter turnout totalled just over 22% of eligible student population, which was higher than 12.5% in 2024 and 2.9% in 2023.
- RAM magazines in stands have been moving quickly and are hard to find in the week after release.

### ii. Health and Safety Update

- No significance to report

Motion to accept GM and H&S updates

- Moved by Zara
- 2<sup>nd</sup> by Cam
- Passed

### iii. Balance sheet and Budget Variance

- New credit cards have been administered to the President, GM and Accounts Administrator
- The new line on budget variance forms sundry then coming onto chargeable expenses
- Study break costs for Sem1 was \$7,000 and the same will be budgeted for in Sem2.
- Encouraged for Exec to look at spending their portfolio allocation as spending of it has been low this year. Part of training next year will look at how this money could be spent within the portfolios for students and will be incorporated into fortnightly meetings.

Motion to note Balance sheet and Budget Variance

- Moved by Zara
- 2<sup>nd</sup> by Aleesha
- Passed

### iv. 2026 Budget

- Overall 2026 budget has a negative bottom line of \$55,648
- This a deficit exec are aiming to reduce to ensure sustained financial stability of LUSA.
- To look into events as Garden Party which currently has high costs and ensuring this is meeting the needs of the students, such as having a second stage. This could create flexibility in the budget.
- Increases in the various event costs, where 2025 has not seen full amount being spent, ensuring budget reflects the spending.
- Advised to investigate which areas costs could be reduced with feasibility to have low consequences. Money is currently spent very tightly meaning limited ability for flexibility however a deficit is unable to be sustained for a long period.

*The 2026 Budget will be brought back to Board Meeting 10. The Gm is open to comments from the executive on ideas and options to reduce the deficit of the budget*

## 10. President Update

### i. Presidents Report

- The new EDI taskforce met up for the first time this year, to make up for the decrease in regular student representatives on the taskforce they will aim to connect with more student groups depending on the topic being discussed."

Motion to accept Presidents report

- Moved by Zara
- 2<sup>nd</sup> by Sam D
- Passed

## 11. Policies

### i. Bullying, Sexual Violence and Harassment Policy

- Changes have been circulated by email for comments
  - o Having AI harm styled into the policy
  - o Sexual harassment in list form
- *This will be moved to the next board meeting (BM10)*

## 12. Items of General Business

### Promotional material

- Seeking approval to exceed spending of promotional material and signage by \$3250 for larger order of pens and phone wallets. This helps ensure merch for students and short stay students to gain value from their money and time at Lincoln.

Motion to approve increase spending of Promotional material and signage budget by \$3,250

- Moved by Zara
- 2<sup>nd</sup> by George
- Passed

### Elections report

- Complaints against candidates go to the returning officer. Suggested this could also go to advisory panel however a lack of knowledge regarding students and campus may impact strong decision making. Proctor is also advised if complaints are raised against students as they typically have the knowledge/ history of individuals if necessary.
- Results will be published on LUSA website under important documents and acknowledged of the location

Motion to upload and note results

- Moved by Zara
- 2<sup>nd</sup> by Dipti
- Passed

### Additional board meeting

- An additional board meeting will be required to pass 2026 budget, Strategic Direction and remaining policies. The time will be approved by email circulation of availability of board members.

### 13. Strategic Goal 5

Strategic Goal 5:

## Enhance Engagement With the Student Body.

Proactively engage with students around the service offerings to build awareness of the service offerings and understanding of students' needs.

Ensuring our media channels are relevant and effective with the changing dynamics.

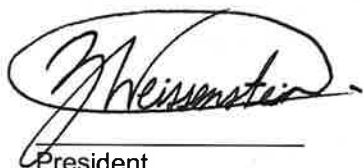
Ensure we are held accountable and transparent.

Moved to next board meeting

### Closing Karakia

Closed at 7.08pm

These minutes are a true and accurate reflection of what occurred, signed by Zara Weissenstein on behalf of Te Rōpū Ākoka O Te Whare Wānaka O Aoraki | Lincoln University Students' Association witnessed by Troy Volman, on the 25/11/2025.



President  
Zara Weissenstein



Secretary  
Troy Volman



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Name	Description of conflict	Position held	Date disclosed
Zara Weissenstein	1. Halls of residence – LU Accommodation 2. LU Council	1. Residential Assistant (RA) 2. Member of Council	07/02/2025
Cam Holmes	1. LU Masters Research Scholarship 2. Wellmate's Student Facilitator	1. Scholar Recipient 2. Casual LU employment	22/08/2025
Troy Volman	1. Future Leader Scholarship and Tait Foundation Undergraduate Scholarship 2. Well mates Student Facilitator, Events Casual	1. Scholar Recipient 2. LU casual employee	19/07/2025
Dipti Adhikari	1. Anime Club Treasurer	1. Club executive member	03/04/2025
Minuk Kang	1. Student Experience Team - Student Buddy 2. Lincoln Music Club (LUMC)	1. LU Casual Employee 2. Club executive member	19/06/2025
Aleesha Young	1. Thursdays In Black (TIB), Ram Club President 2. Student Job Search – Student Advisory Committee (SAC) 3. Course Rep (QMET201, MGMT202)	1. Club executive member 2. Committee Member 3. Sem2 Course Rep	24/07/2025
Caterina Campese	1. FT 2050 Scholarship 2. Lincoln University International cultural society (LUICS), Postgraduate Club	1. Scholar recipient 2. Club member	07/03/2025
Sam Dryden	1. Space club, LESS, Ecological Society 2. AGLS Lab Demonstrator	1. Club executive member 2. LU Casual Employee	07/02/2025
Moni Avia	1. Pasifika Excellence Scholarship 2. LUPISA President	1. Scholar Recipient 2. Club executive member	07/02/2025
George Gibbs	1. AGLS Lab demonstrator	1. LU Casual Employee	07/02/2025
Nathan Campbell	1. Inclusive education Assistant, AGLS Lab Demonstrator and Research Assistant 2. Lincoln University Nerds Association (LUNA) 3. Margaret Watling Scholarship	1. LU Casual Employee 2. Club executive member 3. Scholarship Recipient	24/07/2025
Grace O'Shaughnessy	1. Te Awhioraki 2. Lincoln University Planning Association (LUPA) Secretary	1. Tumuaki 2. Club executive member	06/03/2025
Halle Gravatt	1. Te Awhioraki 2. Tihi Kahuraki	1. Tumuaki 2. Scholar recipient	06/03/2025