

Date: 26/02/2026

Time: 17:10-18:37

Location: Waimarie Meeting Room 018 Whare auahu

Present: Zara Weissenstein, Sam Rajnikant, Eligh Ashby, Zhexi (Chelcie) Zhang, Anne Kaninteang, Liam Moore, Coral Peat, Sam Dryden, Darius J Harris, Hyunsung Yoon, Jo Carter, Ivy Harper and Sara Shea.

Opening procedures

1. Opening Karakia

2. Apologies

- Halle Gravatt is unable to attend
- Sam Dryden is arriving late at 17:37
- Darius J Harris is leaving early at 17:57

3. Disclosures of Interest

- Updated LUSA Conflict of interest register at the end of the minutes to include Liam Moore's club membership in Thursday in Black (TIB), Ram Club and Iconic Club.

4. Action points from previous meetings

<u>Action / Issue</u>	<u>Responsible</u>	<u>Status</u>
Increasing Periods of Elections	President	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
Bus Cards	Disability Rep, Advocacy Coordinator, President, Sustainability Rep	Ongoing
Study Spaces (Library space reduction)	GM, Advocacy and Voice Coordinator, President	Ongoing
Include statistics of when nomination forms are handed in throughout years	President	Ongoing

- Increasing Periods of Elections: Election periods have been extended. The Executive expects this will increase participation.
- Health and Safety of Lab Access: Concerns remain ongoing. The General Manager and President will continue discussions.
- Event Risk Register: Health and safety risks associated with events remain under review. Work is ongoing.
- Counselling Services: An online counselling service is now available for distance students. Usage data is still pending; therefore, this action remains ongoing
- Student Representation Initiatives: Work relating to language accessibility, signage, and bus cards will continue, building on previous Executive initiatives.
- Study Spaces: Library redevelopment noted, with new study spaces currently being developed.

- Election Data Collection: Further follow-up is required with Nathaniel Heslop, Lincoln University Strategy and Governance Officer | Returning Officer LUSA & Te Awhioraki executive election.

5. Notice of Items of General Business

- n/a

6. 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	Very High	Very Serious	Very 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.	Low	Moderate	Low
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, NZUSA, 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

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

Motion that the Strategic Risk Register be noted as unchanged.

- Moved: Zara Weissenstein
- Seconded: Liam Moore
- **Passed**

7. Operations Update

i. General Manager's Report

Report taken as read:

- Lincoln University health and safety audit underway (external review).
- Further reporting (attendance and engagement at LUSA O-Week events) to be provided at the next meeting.

Motion that the General Manager's Report be noted.

- Moved: Zara Weissenstein
- Seconded: Liam Moore
- **Passed**

ii. Balance Sheet and Budget Variance

Report taken as read:

- Limited expenditure to date.
- Club Costs (Other): Funding has largely been allocated, primarily towards clubhouse maintenance (e.g. pest removal, clearing wood piles; not an exhaustive list). A detailed breakdown will be provided following further investigation by the General Manager.
- The Executive queried whether Lincoln University may contribute to these costs, given that the building is leased from the University. Further discussions may be undertaken.

Motion that the Balance Sheet and Budget Variance be noted.

- Moved: Zara Weissenstein
- Seconded: Chelcie Zhang
- **Passed**

iii. Security Cameras for Club House

Motion that funding for security cameras be approved, subject to first seeking a contribution from Lincoln University.

- Moved: Zara Weissenstein
- Seconded: Anne Kaninteang
- **Passed**

8. Presidents Update

i. President's report

Report taken as read:

- Rainbow crossing update pending.
- Waste audit update pending

Motion that the President's Report be noted.

- Moved: Zara Weissenstein
- Seconded: Sam Rajnikant
- **Passed**

ii. LUSA Governance Plan 2026

Plan taken as read: Māori outcomes to be incorporated following consultation with Te Awhioraki

Motion that the Governance Plan 2026 be approved, subject to the inclusion of Te Awhioraki input before publication.

- Moved: Zara Weissenstein
- Seconded: Hyunsung Yoon
- **Passed**

iii. LUSA Business Plan 2026

Motion that the Business Plan 2026 be noted.

- Moved: Zara Weissenstein
- Seconded: Sam Rajnikant
- **Passed**

9. Policy to be approved

i. Appointments and Management Committee Terms of Reference

Motion that the Appointments and Management Committee Terms of Reference be approved, subject to minor wording amendments.

- Moved: Zara Weissenstein
- Seconded: Coral Peat
- **Passed**

10. Items of General Business

- n/a

11. Strategic Goal 5

Strategic Goal 5:

Enhance engagement with the student body

Tailor engagement pathways to ensure all student groups are represented equitably.

Proactively engage and build awareness of LUSA services by maintaining media and communication channels that are current, accessible, and engaging, to understand students' needs.

Foster an environment that actively promotes and supports the physical, mental, emotional, spiritual health and wellbeing of all students.

- LUSA will continue to focus on engaging online students through digital platforms and social media.
- LUSA will investigate new platforms (e.g. Rednote) to reach international students.
- LUSA will work through the governance plan and support club events to help achieve Strategic Goal 5.

Closing Karakia

Meeting closed at 18:37

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 Eligh Ashby on the 02/04/2026.



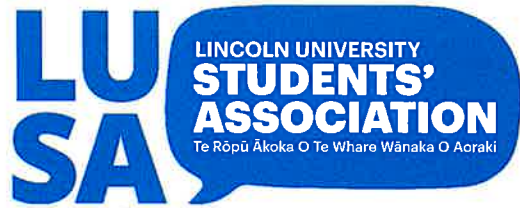
President
Zara Weissenstein



Secretary
Eligh Ashby

LUSA Conflict of interest register – Last updated 26th of February 2026

Name	Description of conflict	Position held	Date disclosed
Zara Weissenstein	1. LU (Lincoln University) Council	1. Member of Council	04/02/2026
Sam Rajnikant	1. Learning, teaching, library (LTL) StudySmart Mentor 2. Lincoln University International Cultural Society (LUICS) Executive Member 3. Lincoln Ecological Society Executive Member	1. LU employee 2. Club executive member 3. Club executive member	04/02/2026
Eligh Ashby	1. Lincoln University Planning Association (LUPA) Vice President	1. Club executive member	04/02/2026
Zhexi (Chelcie) Zhang	1. School of Landscape Architecture (SOLA) Tutor 2. Anime Club Lincoln University Secretary	1. LU employee 2. Club executive member	04/02/2026
Anne Kaninteang	1. LU Motu Scholarship 2. Lincoln University Pacific Island Student Association (LUPISA) President	1. Scholarship recipient 2. Club executive member	04/02/2026
Liam Moore	1. Lincoln University Nerd Association (LUNA) Executive Member 2. Thursday's in Black (TIB) Member 3. Ram Club Member 4. Iconic Club Member	1. Club executive member 2. Club member 3. Club member 4. Club Member	26/02/2026
Coral Peat	1. LTL StudySmart Mentor 2. LU Future Leader Scholarship 3. Lincoln Ecological Society President 4. Lincoln Environmental Sustainability Society (LESS) Secretary	1. LU Employee 2. Scholarship recipient 3. Club executive member 4. Club executive member	04/02/2026
Sam Dryden	1. LESS Executive member 2. SPACE Lincoln Executive Member 3. Sustainability Action Group for the Environment (SAGE) Member	1. Club executive member 2. Club executive member 3. Sustainability task force representative	04/02/2026
Darius J Harris	1. LU Student Library Assistant 2. LU Kitchen Assistant 3. Lincoln University Postgraduate Club (LUPG) Executive Member	1. LU employee 2. LU employee 3. Club executive member	04/02/2026



Board Meeting One Minutes

	<ul style="list-style-type: none"> 4. ACLX Ltd Production Technician 5. Christchurch Town Hall Production Technician 	<ul style="list-style-type: none"> 4. Employee 5. Employee 	
Hyunsung Yoon	<ul style="list-style-type: none"> 1. Lincoln University Culture of Korea (LUCK) Secretary 	<ul style="list-style-type: none"> 1. Club executive member 	04/02/2026
Halle Gravatt	<ul style="list-style-type: none"> 1. Te Awhioraki 2. LU Tihi Kahuraki Scholarship 	<ul style="list-style-type: none"> 1. Tumuaki 2. Scholarship recipient 	23/02/2026

