



1.0 WELCOME AND OPENING

1.1 Attendance

Luke Thomas (LT)
Bre Shanahan (BS)
Barbara Buxmann (BB)
Caitlin MacPhail (CM)
Daniel Lopes (DL)
Hayden Greenham (HG)
Jack Spagnuolo (JS)
William Norrish (WN)
Anna Kimpton (AK)

1.2 Apologies

1.3 Proxies

1.4 Observers

1.5 Absent

Steven Okbay (SO)

2.0 CONFIRMATION OF PREVIOUS MINUTES

3.0 BUSINESS ARISING FROM PREVIOUS MINUTES

4.0 AGENDA ITEMS

4.1 COVID-19 Catering and Tavern Update

JS says we are currently still operating two cafes, Quobba and Dent, utilising all staff possible. When there is a relaxation of restrictions we will consider opening new cafes.

HG mentions that he is receiving daily updates from AAH, who are liaising with the government so that we understand what restrictions apply to us. The Tavern reopening will depend on the University's decisions around bringing students on campus, although we do not expect it to reopen this semester.

JS mentions that Catalyst café was closed as a result of the University closing the library, and will reopen to take away with the University's decision to reopen the library. With recent movements, it looks as though we may be reopening sooner rather than later. We also need to ensure any openings are compliant with the restrictions imposed by the City of Perth.

HG mentions that we have had around \$10,000 of stock bought back by suppliers which has been very useful.

BB says in terms of cafes we have the two open and four closed, many of which had to close quickly and on short notice. Quobba is still operating well and is quite busy, selling around 150 coffees per day. Dentistry only has one counter and we are ensuring 1.5m social distancing, and the Tavern barriers are being employed in



Quobba to ensure distancing for staff. Hand sanitiser is available everywhere, and we are encouraging tap and go. Where possible, stock from other cafes is being transferred to Quobba as it is quite busy.

HG reiterates that many of the social distancing and other measures enacted to slow the spread of the virus will likely continue upon reopening.

JS says that in terms of tenants, many Guild tenants will not reopen until students are back on campus which they will get an understanding of from the University. The IGA and the Pharmacy remain open.

4.2 Café names

LT has reached out to a local elder employed by UWA to seek help with naming of the new cafes, but has not heard back throughout the COVID-19 disruption. The immediately tight timing has been relaxed, although JS emphasises that we would like to be as prepared as possible before reopening. JS will find out more about the process throughout Quobba's naming, and how much it cost.

4.3 Suppliers support and minimised wastage

HG says stock taken back by big suppliers, mainly kegs and post-mix. These products tend to have a 2-3 month shelf life, and these buy backs have made a big difference to our bottom line, particularly over the next quarter. BB mentions that stock is being moved to Quobba and Dentistry where possible, and during stock-takes the products expiring in 4-6 weeks are being taken note of. So far, we have been pretty good in terms of café supplies.

4.4 Thursday meal special

HG mentions that the Thursday hotdog meal special on reopening will change to the pie special which was trialled during St Patrick's day. We expect this to be more popular than the hotdog special.

4.5 Tavern Price review due to COVID-19

HG says that a price review in response to COVID-19 will need to take place, particularly on the food side.

DL mentions that meat suppliers are facing a real issue, in particular with the prices of beef and lamb supplies increasing. Pork price is already an issue due to last years price hike, and while chicken price is currently similar we anticipate an increase at some point soon if demand increases. DL has a meeting with our supplier Classic Meats next week to check what we use and how much prices have increased already and are expected to increase in the future. Small goods such as pepperoni and ham have already increased, and we will soon have a better idea of how the prices of products such as Parmy's and burgers will increase.

HG says that we anticipate prices will increase by maybe 90c for meals, although still unsure of full impact. The price of alcohol will not increase beyond the small annual CPI tax increase.

JS says that the price increase is a result of the restaurant and other demand decreasing significantly for Meat suppliers, and so we anticipate that this upwards adjustment is temporary over the next 6 month period. We will try not to reflect this increase in prices, but if need be we may be required to.



4.6 Tavern Loyalty program

HG says that after a couple of years of discussions, he would like to bring a loyalty program to fruition this year. It would be a digital program, where members accrue points with purchase for free shirts/meals/discounts etc. Many of the cafes around campus already discount, but this model is not applicable to the Tavern due to the sale of alcohol.

JS mentions that a recent upgrade to the digital infrastructure used by the Guild means this is now an opportunity where it may not have been before.

LT says that this is a good opportunity, and wants to see whether current IT will allow us to implement the program.

JS says that if it's possible we should do it. We have had three past Guild Presidents want to enact similar programs, but didn't have the IT capacity to do so.

AK says this will be a good idea in encouraging students to visit the Tavern.

4.7 Café and Tav Reopening Plan

LT reiterates past points that the tenants on campus will reopen once there is direction from the University on when students will return to campus, and that our own cafes and Tavern will reopen once restrictions imposed by the University, government, and city are relaxed and it is safe to do so.

JS says the Prime Minister has extended certainty that restrictions will definitely be in place for 4 weeks, but not sure beyond that.

HG mentions an intention to set up a plan for Tav promotions to be rolled out once restrictions are relaxed. CM says she is able to provide marketing support to help prepare this.

5.0 GENERAL BUSINESS

6.0 CLOSE AND NEXT MEETING



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1.5 Absent

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Steven Okbay (SO)
Jayden Truong (JT)
Saskia Thomas (ST)

2.0 CONFIRMATION OF PREVIOUS MINUTES

3.0 BUSINESS ARISING FROM PREVIOUS MINUTES

4.0 AGENDA ITEMS

4.1 Welcome to new members LT
LT opens the meeting and introduces Priscilia. Says committee is the place where student reps come together with relevant staff.

4.2 Café opening hours/ dates Sem 2 BB
BB says Quobba, Dentistry and Catalyst have opened. Hackett will reopen soon, 20 July. Business School to open 27 July. Was difficult with Covid restrictions, but now almost back to normal with seating and spaces. We currently have the strongest team of supervisors across the five cafes open. Book exchange in Nedlands moved to Hackett for semester 2.

4.3 Sub \$5 Meals BB
Quobba example of sub-\$5 meals is available. That will be done for Hackett, Business, and Quobba. Also pinpointing gluten-free and vegan options. Cafes are setting up for a consistent pre-packaged \$5 grab-and-go meal in the fridges.

4.4 Quobba Stationary BB



BB says that LT asked about stationary earlier in semester. JS said the University wanted a stationary vending machine. BB says we have moved to a new stationary supplier, which we could use to place some items.

- 4.5 Late Night Hackett Study Hub (maybe) LT
LT proposes that we open Hackett later until 7pm/8pm, and encourage students to study there late at night. JS says that it should be possible but we would need to cost it and ensure that there is demand.

BS says that Uni wants to run study sessions, so we could ask them to promote and advertise it. BS suggests encouraging faculty societies to reserve blocks.

BS suggests that we investigate doing this closer to the end of first semester.

We decide to attempt later in the semester, after costing and investigating promotion opportunities.

- 4.6 Tavern update (including wall art and ATM) HG
HG says the Tavern is open Thursdays and Fridays currently, and has been taking a lot of venue requests which may help the budget. The Tavern has started taking more 18th birthdays, 21st birthdays, wedding receptions etc.

HG says we are hoping semester two is better than semester one. HG says he is attempting to roll out new menu items, pushing baileys hot coffees and the like more for the winter. Rolling out a mocktail menu for people who don't drink.

HG says that some people don't like the current wall art in the Tav, and is floating the idea of painting over them and replacing with something new. JS suggests looking into new designs and then making the case.

HG says that there have been issues with Task and the internet. An ATM at the Tav would be beneficial at helping people pay cash when the internet is down. HG asks whether we can proceed with the ATM. We will look into options and discuss at Guild Council.

- 4.7 Tavern Loyalty points HG
HG has an update from Task that points can be accumulated on purchases and spent on products. HG will investigate with Kelvin – semester two launch is unlikely. Can't supply documentation but can answer specific question.

- 4.8 Commercial Update JS
JS says that carts are not opening unless booked for functions. Offer gone out to the contractor in Nedlands to get back next week – 23 July handover. Most of the Refectory outlets will be back open on the 27th. Phase 5 of Covid-19 reopening is likely to come through.

5.0 GENERAL BUSINESS

6.0 CLOSE AND NEXT MEETING

Meeting closed at 11.06.



1.0 WELCOME AND OPENING

Meeting started at 11.00am.

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Saskia Thomas (ST)
Priscillia Janice (PJ)

2.0 CONFIRMATION OF PREVIOUS MINUTES

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4.0 AGENDA ITEMS

4.1 Café Update

Still ticking over for semester. Library doors now open to the public again.

New specials: Hackett, Catalyst, Business School. Menu stays the same for semester otherwise.

Stationary in Quobba introduced, slow start but picking up. Reordering done already.

LT: think of it more as a Guild Service (low cost) rather than a money maker.

JS: performing quite well under circumstances and maintaining profitability.

BB: even removing JobKeeper from bottom line, cafes are doing very well.

JS: email from Business School - complaining about coffee, asking why there isn't a full service there (building has been closed until today except for swipe card access). Coffee not good enough (receiving feedback from staff and students). Disappointing given the uni is still under COVID restrictions. "Living in another world!!"

Will set up a meeting with them in the next week to discuss.

BB: had a technician check out machine, tried to analyse why they have complaints. Maybe just don't want wok food as a hot option? Was popular at Village Cafe, but there were other options around (Business is more isolated). Possibly go to 3 wok meals and fill other 2 with something else (similar to UniClub).

Possibly the type of bean being used? Business School staff bypassing Catalyst (same bean) and going to Quobba instead.

LT: create a survey to find out feedback on coffees on campus to run online.



JS: Cafe feedback forms from cafes to gauge feedback from students.

4.2 Tav Update

Busier than expected in the last week. Lots of events.

Tuesdays have been good - Quiz is popular, cheeseburgers selling well (150 sold 22/9). Changed patty on the burger.

Specials going well.

Functions coming up in October - weddings, birthday parties etc. Booked every Saturday for the next 8 weeks. BOTB and Guild Ball on this week, main focus. BOTB. Opened up to Ref Courtyard to increase capacity, tickets all sold out. Rolld and Campus Kebabs staying open.

Last month a good month. Business is structured quite well at the moment, despite Kitchen staff not being on JobKeeper. Budgeted to lose money but holding. Same trajectory as pre-COVID.

Oktoberfest coming up.

Roll'd opening has highlighted the Tavern entrance. (Removing hoarding makes it more of a gateway) People can bring Ref food into Tav meaning better patronage.

JS: tenants keen to stay open late for Uber etc (esp. Rolld).

5.0 GENERAL BUSINESS

New agreement for coffee vending machines on campus for after hours (Business School, Education building Nedlands campus).

Asked about putting a machine in Reid Library. Previously did not have one, new proposal put to Library. Want us to remove a Coke vending machine to install a coffee vending machine (not a good decision, vending machines are busy during semester).

Bre to mention to Libraries.

Feedback from Student Experience Survey indicated that students would be interested in this. We are currently the only Uni that doesn't have these, and don't have vending machines generally on every floor of libraries.

Previous issues with machines ie noise, power use no longer an issue with newer machines.

ATMs

Looking into getting Guild-run ATMs for the Refectory and the Tav. Currently only one ATM on campus.

Tenants would be keen on it.

Previously did not due to surcharges. If the Guild controls the surcharge, we can use that money for Guild services rather than third party profiting.

Bottle recycling machines - no one getting back to us.

Colleges contacted by a charity (Tav, and Enviro as well) Containers for Change. Uni has given us the rights to put these in.

CCA (& others) will be putting prices up to the exact amount that the return amount is.

Bre: Senate Dinner amazing with positive feedback.

How can we better advertise cafes/external vendors with Halal options etc.

Halal certifications etc.

DL: Our suppliers are halal but the kitchen is not.

BS: Potential campus icons for different certifications.

JS: Attempted to Certify a cafe, but would remove so many menu items, too difficult to achieve. If tenants are already certified maybe promote this.

BB: have halal stickers at Hacketts, have done packaged halal meals until COVID. New supplier halal \$5 packaged meal in stock.

CM: Can update website information to reflect halal foods/options.



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107th Guild Council

September 23, 2020

Catering and Tavern Committee Meeting Agenda

LT: students giving good feedback on the \$5 meals. Love that we are doing them.
BB: \$5 meals doing really well.

6.0 CLOSE AND NEXT MEETINGS