



Voting Members: Lara Dale, Geemal Jayawickrama, Drishti Kripalani, John Nguyen, Joseph Pietrzak

Non-voting/Co-opted Members:

Staff: Barbara Buxmann, Brenda Pfeffer, Caitlin MacPhail, Chen Koon Han, Gus Potenza, Jack Spagnuolo, Ray Jeremy

1.0 WELCOME AND OPENING

1.1 Attendance

Barbara Buxmann (BB)
Brenda Pfeffer (BP)
Chen Koon Han (CKH)
Geemal Jayawickrama (GJ)
Gus Potenza (GP)
Jack Spagnuolo (JS)
Joe Pietrzak (JP)
Lara Dale (LD)
Ray Jeremy (RJ)

1.2 Apologies

Caitlin MacPhail

1.3 Absent

Drishti Kripalani
John Nguyen

2.0 CONFIRMATION OF PREVIOUS MINUTES

Not Applicable

3.0 BUSINESS COMPLETED VIA CIRCULAR

None

4.0 CONFLICTS OF INTEREST

None

5.0 COMMITTEE BUSINESS

5.1 Tavern Refresh Progress Update

JS says they are on track to get some of it done by O-Week. JS explains that the painting is done upstairs and on balustrades, the major clean will be done soon and the mock-up of the green wall is done.

JS mentions they are still to decide on the green wall once Tony has a review.



JS says they have chosen the furniture and will get that ordered & delivered before the start of semester.

JS says they are working on the new menu and beverage list. JS will forward the menu to LD to the catering & tavern committee once confirmed. JS mentions some specials have had to be removed or increased in price, but the original prices of the items has been dropped.

JS explains that the mural design is still being decided but Tony has briefed Xander already. GJ mentions that Xander has also been sent all the FACSOC logos and will be working on a mock-up to get a quote.

JS says they have a good handle on operation side of refresh but still need work on the engagement side – *How do we activate the Tavern?*

5.2 Tavern Rotating Keg Idea

JP mentions he is part of UCBA and is aware that in the past UCBA had an agreement with the Tavern to choose a keg for the Tavern.

JP proposes a similar arrangement to how Grill'd decides their charity for the month with bottle caps, but instead give people a vote on the next drink for the next month whenever they buy a pint.

JS mentions we would have to work out a token of sorts as we won't have bottle caps with the kegs.

RJ says we might need to talk to a new supplier as our current supplier only has local craft beer. RJ mentions we also have a big contract with the main supplier, Lion, who has 9 out of 12 kegs at the Tavern. RJ is also talking with Gage Roads to fill the craft beer kegs

JP mentions the original idea was to do it on Instagram, but thinks it will be better if people actually come into the Tavern.

JS mentions we could also run this on packaged beer instead, which would be easier. RJ is hoping to get this going on the taps. JS agrees that it would be good to do on tap.

GJ suggests starting the initiative with packaged beer. RJ explains this will not be affordable as packaged craft beers are expensive. RJ will talk to the suppliers and try to get the kegs.

RJ mentions that if the craft beer supplier does not work, we can instead do a rotating keg with the main supplier, Lion. JP asks what our current range of kegs is, which GP responds that most are close to a Lager and Pale Ale, then XPA, and one is IPA.

JS suggests we come back to this idea once RJ has talked to the suppliers. RJ and JP will work together to work out options within the next 2 weeks.

Side Note: Packaged beer is not popular at the Tavern. A few years ago, there was a deal for a bucket of packaged beer which worked at the time. Could explore that again.

5.3 Barista Training

BB explains that GJ asked whether they could help with the Barista Training for students at UWA. BB reached out to Victoria but unfortunately, they do not have the capacity to supply staff for training as they are short-staffed at the moment. BB says that even though Victoria is not on board, the Guild staff are still on board.

BB mentions that training can be done at the Nedlands Café if done during vacations, when the Nedlands Café is closed. BB suggests running the training during the Winter Break as we would have more flexibility with when and how many times we run the training.

BB mentions that we need to talk about the details with the coffee, the milk, who the training is going to be with and the opening/closing of the café – these will determine the costs related to the training.

JS says we can use an external provided as long as they are competent and trusted. BP suggests approaching RocketFuel, however JS thinks they will not be interested.

5.4 Student Nights

GJ mentions he has spoken to Tony previously about his. GJ explains that the idea is to have DJs and drink specials at the Tav every Wednesday night to attract student crowds, particularly residential students. GJ mentions that the DJs will be sorted by UDub Radio.

JS mentions that there is a risk that there is little attendance so we will need a commitment from students. JS and GP agree this is a good idea as long as the engagement is there as the Tavern will need to be blocked from being booked for events. GP mentions that last year they tried to run an event inside while having a crowd outside, but this did not work as the crowds were quite contrasting (quiet/rowdy).

GJ explains that the focus is to attract college row students. GJ mentions that the RSD President is working with College Heads to include student nights on their calendars.

JS and GP are happy to block out Wednesday night at the Tavern for the first 4 weeks and see how it goes.

GP wants to understand what the students want. GJ mentions that a bar in Subiaco has Emu Exports for \$5. RJ will work out what is possible at the Tavern.



GJ asks how the marketing works for the Tavern and if he needs to go to Xander. JS explains that Xander just does the design for them. GP explains that once RJ decides the specials then they can go to Caitlin and Xander.

GJ says he will get RSD and UDub radio along with the initiative. JS asks if GJ can get a good idea of what Captains Stirling was doing and get back to him. JS explains that with Captain Stirling, as they are under the ALH, they can get away with making prices quite low but it would have had to vary each week.

LD mentions that we need to check with Magnet House about collaborating with the Tavern and if they will provide party buses to go from the Tavern to Magnet House. GP notes that previously some people would warm up at the Tavern before going to Captain Stirling and mentions that some people might not need the party buses.

5.5 Guild BPOS Installation Update

JS says that it is a struggle, but they will get all the outlets set up on the new system. JS is concerned that they might not have enough time to adjust prices by the time semester starts.

JS mentions that they still do not have an understand of how the promotional side works as they will only get a briefing from BPOS once all the stations are loaded. JS notes that we may not get as much as BPOS originally promised us as this is normally the case with providers.

5.6 Tavern Collaboration with FACSOCs

GJ explains that GP has created a promotion package where FACSOCs will receive 100 free drinks for events with 100 people or more. GP clarifies that this will be one drink token per person, up to 100 tokens per event, for FACSOCs to encourage them to host at least one event at the Tavern per semester.

GP mentions that this will be going ahead but we will need to work with marketing to ensure we have something to bring to the FACSOCs.

6.0 ALL OTHER BUSINESS

6.1 Eftpos ATM Installation

BP explains that the ATM will be installed on January 31st next to RocketFuel inside the Ref. BP explains that it will be available to students on February 1st.

JS mentions that there will be a review of this ATM mid-year to see if we should get another one. JS explains that they need to be in convenient locations where people will want cash-out frequently. JS says that another ATM in the Guild Precinct would be good in the future as part of the masterplan.



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CATERING & TAVERN COMMITTEE | January 2023 MINUTES

7.0 NEXT MEETING

The next Catering and Tavern Committee Meeting will be held on 13th February at 10am.
Please send apologies to Lara Dale (secretary@guild.uwa.edu.au) by 10th February, 5pm.



Voting Members: Lara Dale, Geemal Jayawickrama, Drishti Kripalani, John Nguyen, Joseph Pietrzak

Non-voting/Co-opted Members:

Staff: Barbara Buxmann, Brenda Pfeffer, Caitlin MacPhail, Chen Koon Han, Gus Potenza, Jack Spagnuolo, Ray Jeremy

Location: Meeting Room 1, Guild Offices, UWA

1.0 WELCOME AND OPENING

1.1 Attendance

Barbara Buxmann (BB)
Brenda Pfeffer (BP)
Chen Koon Han (CKH)
Geemal Jayawickrama (GJ)
Gus Potenza (GP)
Jack Spagnuolo (JS)
Joe Pietrzak (JP)
Lara Dale (LD)
Ray Jeremy (RJ)

1.2 Apologies

Caitlin MacPhail

1.3 Absent

Drishti Kripalani
John Nguyen

2.0 CONFIRMATION OF PREVIOUS MINUTES

C&T Minutes from 23rd January 2023 – Approved.

3.0 BUSINESS COMPLETED VIA CIRCULAR

None

4.0 CONFLICTS OF INTEREST

None

5.0 COMMITTEE BUSINESS

5.1 Water Dispenser at Hackett

BP updates the committee.

BP had received messages from students wanting the water dispenser back at Hackett. BP explains that these dispensers were removed during COVID. BP has since re-fit the dispensers and supplied water glasses at all dining cafes (Business School, Catalyst and Hackett).

5.2 PSA Cocktail Collab with FACSOCs

LD updates on Viknash VM's initiative.

LD explains that Viknash wants to host regular events with PSA and FACSOCs where the FACSOCs will design a special cocktail to be given out during the event. LD explains that Viknash is interested in implementing these cocktails in the Tav if they are successful.

RJ replies that it is possible. RJ adds that he has spoken with Viknash and explains that each club would have a cocktail of their colour. RJ adds that they were considering using different flavoured RedBull and syrup with vodka-base, served on tap. RJ believes this is doable in an affordable price.

5.3 Coffee Surveys

GJ has an idea for Guild Councillors or committee members to stand outside cafes and survey students on the coffee.

BP asks how they would take the surveys.

JP replies they would ask students various questions about the quality including how they rate the coffee and what they like about the coffee,

JS adds that they used to do coffee surveys frequently. JS adds that Pelican did an article last year ranking all the cafes so there is a possibility to do something like this again. JS explains that Pelican had students going to each café and ranking them.

BP is concerned that completing the survey as soon as they buy the coffee might sway the results as the student hasn't had the opportunity to drink the whole coffee.

BP highlights that there are currently QR codes around the cafes for feedback. JS adds that we could do something like this but more structured with Vittoria. BP thinks we should bring more awareness to the QR codes by reconsidering where these are positioned, make them more interesting, include an incentive or announce it on Guild social media.

BP and JS explain that previously they had written feedback on pieces of paper and would draw a winner for a prize.

BP to talk to Marketing about announcing an incentive or highlighting the location of the QR codes.



5.4 Student Nights

LD confirms that Cheek is on board for collaborating and will be providing Party Buses and Free Drink Tokens on the bus.

LD confirms that the time will be 7-11am, with two DJs playing two hours each.

GJ updates that posters are confirmed and it will be announced on social media tomorrow. GJ updates that all college are on-board with promoting student nights.

GP adds that they will be confirming specials for the night this week. GP updates that Gage Roads did not offer a price they were expecting, so they will focus instead on the Lion beers. GP explains that this is the same provider they had at Captain Stirling student nights. GP adds they would like to have an external bar selling cans and internal bar selling other drinks.

5.5 Tavern Refresh Progress Update

RJ explains he was finalising the green wall for behind the bar then was stopped from continuing progress due to indecision for type of lights directed towards the greenery.

Committee agrees that we should install dimmable lights so the look of the greenery can be altered depending on the event or intended function of the tavern.

RJ adds that the walls have been painted white and they are awaiting furniture.

GJ confirms that they will wait until next semester for repainting the mural.

5.6 Tavern Rotating Keg Update

RJ explains that the collective he would like to work with are quite new and don't have a catalogue ready yet for us. RJ adds that they work with a lot of small breweries and craft beers. RJ believes that they should push back the kick-off until he hears back around April.

RJ adds that Lion has recently bought a small brewery who are the champions of IPA. RJ explains that they will likely replace Biggie Juice with an IPA from them as the cost of Biggie Juice is too high now.

GP and RJ agree that we start the rotating keg now but only get students to vote on choices once they get the collective on board. Committee agrees.

5.7 Fever Pitch

GP explains that this was also something they were hoping Gage Roads would be engaged with but will now instead go with Lion. GP explains they need to decide if they want to use the potable beer tap or stick to cans, but offering a larger variety

than student nights (at least 4 different options). GP adds they are going to involve RedBull but are still finalising the specials.

Committee agrees the Tavern kitchen will stay shut for the event.

5.8 Tavern Happy Hour

RJ would like to keep this from 4-5pm. RJ believes they should still keep giving employed students time to leave work and come to the Tavern so would like to keep Friday happy hour 5-6pm.

5.9 Guild Members Discount and Staff Discount

RJ explains that students can now get guild member prices at the Tavern (10% for food, varying for drinks).

BP explains that for the cafes the member price is currently not 10% off for everything and varies, but with the new system it is easier to just do 10% off (price rounded up to nearest 5c) so she might change it to that.

Committee agrees that, for now, marketing won't promote the "10%" but instead say "special price".

RJ explains that for staff, working at the Tavern is hard work, and it is even harder that if they want food, they don't get a discount. RJ explains that it is common practice in the food industry for staff to get a significant discount. RJ adds that this will encourage staff to come to the Tavern for fun not just work.

Committee agrees that Tavern staff should get a 50% discount at the Tavern when working, Tavern staff should get a smaller discount at the Tavern when not working.

BP adds that the situation is the same for Guild Cafes.

Committee agrees that Guild Café staff should get similar discounts for the venues that they work at.

5.10 Tavern Drink Glasses

RJ updates that he has found a supplier that makes pint, schooner, and midi glasses all the same shape as they currently have but can have personalised logos. RJ adds that for big parties or student nights, students can pay for the glasses but get the money back at the end of the event if they return the glasses.

6.0 ALL OTHER BUSINESS

6.1 Eftpos ATM Installation



BP explains that the ATM will be installed on January 31st next to RocketFuel inside the Ref. BP explains that it will be available to students on February 1st.

JS mentions that there will be a review of this ATM mid-year to see if we should get another one. JS explains that they need to be in convenient locations where people will want cash-out frequently. JS says that another ATM in the Guild Precinct would be good in the future as part of the masterplan.

7.0 NEXT MEETING

The next Catering and Tavern Committee Meeting will be held on 19th April at 10am. Please send apologies to Lara Dale (secretary@guild.uwa.edu.au) by 18th April, 5pm.



Voting Members: Lara Dale, Geemal Jayawickrama, Drishti Kripalani, John Nguyen, Joseph Pietrzak

Non-voting/Co-opted Members:

Staff: Barbara Buxmann, Branda Pfeffer, Rhedyn Ingate, Chen Koon Han, Gus Potenza, Jack Spagnuolo, Ray Jeremy

1.0 WELCOME AND OPENING

- Meeting commences at: 11.01am

2.0 CONFIRMATION OF PREVIOUS MINUTES

Feb minutes approved.

3.0 BUSINESS COMPLETED VIA CIRCULAR

4.0 CONFLICTS OF INTEREST

5.0 COMMITTEE BUSINESS

5.1 Student Nights

- The overall turnout of the event is declining compared to the beginning of the semester.
- The token system for the clubs and colleges is unsustainable, moving forward the student reps will have to work together to come up with a better plan.
- The Tavern is working on getting better drink specials to attract more student engagement.
- The kitchen will be closed due to lack of orders.
- Students are planning on engaging the clubs and FACSOCs more.

5.2 Tavern Refresh Progress Update

- An update was given on the new furniture update.

5.3 Tavern Rotating Keg Update

- The tavern is working with the Beer club to finalise.
- Currently, in the process of contacting the suppliers for a better deal.

5.4 Fever Pitch

- Plans on how to serve at the event.
- Decided to have an external bar outside at Oak Lawn.

6.0 ALL OTHER BUSINESS

- None

6.0 NEXT MEETING

The next Catering and Tavern Committee Meeting will be held in May 2023.



Voting Members: Lara Dale, Geemal Jayawickrama, Drishti Kripalani, John Nguyen, Joseph Pietrzak

Non-voting/Co-opted Members:

Staff: Barbara Buxmann, Branda Pfeffer, Rhedyn Ingate, Chen Koon Han, Gus Potenza, Jack Spagnuolo, Ray Jeremy

1.0 WELCOME AND OPENING

- Meeting commences

2.0 CONFIRMATION OF PREVIOUS MINUTES

- TBA when receiving previous meeting minutes.

3.0 BUSINESS COMPLETED VIA CIRCULAR

4.0 CONFLICTS OF INTEREST

5.0 COMMITTEE BUSINESS

5.1 Student Night Semester Overview

- Plans on how to improve the quality and financial sustainability of the event were discussed.
- Discussions on a replacement of the token system.

5.2 Rotating Keg Steps to Start Next Semester

- Suppliers have been in contact.
- The program will start in Semester 2 of 2024.

5.3 Coffee Surveys Update

- Currently in conversations with Victoria Coffee. However, they have been extremely busy recently. The Guild will try and get an update from them on the matter.
- The ALVA campus café was identified as a potential venue to do the training during the break.
- Brief discussions took place on what the pricing model of the program could look like.

5.4 Tutti Frutti Progress Update

- All the paperwork has been done.
- Waiting for the vendor to start setting up the outlet.
- Planning to start operations from Semester 2 of 2023.

5.5 Tavern Engagement Plan

- Plans and ideas of how to increase the sales and profit levels at the Tavern were shared by the staff.

5.6 Outlets Improvement Plan

- Plans and ideas of how to increase the sales and profit levels at the Cafés were shared by the staff. These recommendations were passed on to the Guild Council in detail.

6.0 ALL OTHER BUSINESS

6.0 NEXT MEETING

The next Catering and Tavern Committee Meeting will be held with the discretion of the chair and the rest of the members.





Voting Members: Lara Dale, Geemal Jayawickrama, Drishti Kripalani, John Nguyen, Joseph Pietrzak

Non-voting/Co-opted Members:

Staff: Barbara Buxmann, Branda Pfeffer, Rhedyn Ingate, Chen Koon Han, Gus Potenza, Jack Spagnuolo, Ray Jeremy

1.0 WELCOME AND OPENING

- Meeting commences at: 11.01am

2.0 CONFIRMATION OF PREVIOUS MINUTES

- TBA when receiving previous meeting minutes.

3.0 BUSINESS COMPLETED VIA CIRCULAR

4.0 CONFLICTS OF INTEREST

5.0 COMMITTEE BUSINESS

5.1 Student Nights

- Semester 1 student nights were overall better than semester 2. Semester 1 plateaued slower than semester 2, with semester 2 plateauing at a marginally lower revenue than semester 1.
- Up to a myriad of factors such as increased events at this point in the year such with even more coming up such as Battle of the Bands (27th of September), Guild Ball (6th of October), Oktoberfest (11th of October), Guild Halloween Party (20th of October). Due to this, more likely than not going to either not do student nights due to direct clashes with events, such as Battle of the Bands drawing most of the attending pool being college row. Or rebrand them to integrate them into events that are already happening that day such as Oktoberfest after-party.
- Oktoberfest After-Party:
 - o Work with marketing team to market it correctly as a chill after-party where special will continue on into the evening.
 - o No dance floor, more tables and chairs to allow people to sit and chill.
 - o Band from 4 – 6 pm and DJs till 10 pm
 - o CCTV should be coming online around the tavern and guild village.
- Overall consensus is that Student nights will be dependent on students at the time and perceived engagement as well as considerations for clashes that may occur.
- Halloween Party happening on the 20th of October so it is well ahead of exam period so students can still attend.
- Can also try and extend happy hour for Tav Wednesdays to boost engagement in the evening.

5.2 Tavern Refresh Progress Update

- Only thing that hasn't been completed is the murals on the walls.
- The Tavern will also be shut for a period of time while the masterplan is implemented into Guild Village.

5.3 Tavern Rotating Keg Update

- Implement jars and beer clips into the voting system to make it more visible to patrons that we do have a voting system.
- The XPA went well last month, however negotiating with the suppliers in terms of delivery can be challenging as when we ask for a new keg each month it is outside our usual beer ordering range, so they don't necessarily have it on hand for us immediately. This can lead to a time delay between orders and implementation.

5.4 Tutti Frutti Outlet Progress/Feedback so far

- Generally well received so far and owner is opening on weekends. Haven't received feedback from owner yet, however it appears to be visibly positive in terms of engagement.
- Want to implement better signage to get patrons from across at Matilda Bay during the week and weekends.

5.5 BPoz Update

- Getting better data. Net sweep integration will occur in the last quarter. We will be able to have an app next year due to integration.
- App will change how we structure our discounts with a potential shift towards a loyalty program.
- This implementation will reduce hours on stock take which is positive.

5.6 Café Update

- Past few months we've had supply competitions, giving away chocolates at Hackett and weekly social media spots.
- A lot of new products in Quobba; vegan, gf etc.
- Extended opening hours over the weekends for Quobba (5 pm). Hours for all cafes have been reviewed as we enter into exam period and students are staying later on campus.
- New menu screens at Quobba moving away from posters facilitating to marketing and advertising graphics.
- Hackett just ticking along, a lot of specials, pancakes and churros going especially well.
- New furniture in business school café.
- Increase in students and staff on campus at business school evident by increasing sales at the café. Bubble tea in business school, 3 flavors available.
- Catalyst painting on the walls expanded and paid for by Red Bull. Catalyst doing well as usual.
- Dentistry is running well, however feeling the effect of no TAFE students, just hovering on budget which was to be expected.
- Nedlands campus café serving its purpose and is above budget.
- We are now with SuperStock rather than PFD leading to increased savings on COGs. Implementation has gone café by café as modifications have to be made to the whole stock order, now on 5 out of 6 cafes swapped over. Due to increased savings on COGs we've now been able to moderate our prices to keep them at a more accessible level for students for a

longer period of time.

- Due to not being able to adjust pricings immediately for functions we have seen major costs to business so we are just managing that.
- Selling merch in the cafes with a 25% discount and are selling quite well.
- Finalised study break and exam week hours. Open to flexibility depending on demand from students on campus.
- Claremont campus deliveries going well. Dentistry for hot meals, then Quobba for small meals.

6.0 ALL OTHER BUSINESS

- Guild ball food cost seeing a 15% increase. Chicken being the main driving force behind this increase.
- Still yet to receive catering review. We expect it'll give us an idea of the back of house functions.

6.0 NEXT MEETING

The next Catering and Tavern Committee Meeting will be held in 2024.

Finished at 11:37 am

