

**Date: Tuesday 22<sup>nd</sup> April 2025- 12:00-15:00**

**Meeting: Annual General Meeting**

**Location: TS414**

**Attendance:**

Present	Apologies
<ul style="list-style-type: none"> <li><input type="checkbox"/> Chinmay Darji- SU President</li> <li><input type="checkbox"/> Syed Hussain- VP Communities and Wellbeing</li> <li><input type="checkbox"/> Bobinpal</li> <li><input type="checkbox"/> Louisa Marie Geraghty</li> <li><input type="checkbox"/> Emmanuel Tatah</li> <li><input type="checkbox"/> Agnieszka Longland</li> <li><input type="checkbox"/> Carrie-Anne Morris-Hart</li> <li><input type="checkbox"/> Jon Grace</li> <li><input type="checkbox"/> Arch Pradabsuk</li> <li><input type="checkbox"/> Hannah Piatkiewicz- Clerk</li> </ul>	<p>Sanidhya Shetty- VP Education</p>

Item No.	Item	Papers
A	Opening Remarks and Welcome	
B	Apologies	
C	Minutes from previous Annual General Meeting- APPROVED	Paper 1
Item No.	Item	Papers

1	<b>Trustee Reports</b> <ul style="list-style-type: none"> <li>- SU President -APPROVED</li> <li>- VP Education- APPROVED</li> <li>- VP Wellbeing- APPROVED</li> <li>-</li> </ul> For Approving	Paper 2 Paper 3 Paper 4
2	<b>Audited Accounts 2023/24-</b> APPROVED	Paper 5
3	<b>Appoint the Union Auditors-</b> APPROVED	Paper 6
4	<b>Consider and approve the register of external affiliations-</b> APPROVED	Paper 7
5.	<b>Student Motions</b> <ul style="list-style-type: none"> <li>Motion 1- Safeguarding and Accountability System- APPROVED</li> <li>Motion 2- Instate a Housing Officer- APPROVED</li> <li>Motion 3- Promote Vegan Options- APPROVED</li> <li>Motion 4- SU to Provide Vegan Options at Events/Meetings-APPROVED</li> <li>Motion 5- SU to Provide More Support to Apprentices- APPROVED</li> </ul>	Paper 8 Paper 9 Paper 10 Paper 11 Paper 12
6.	<b>Open questions to Officer Trustees</b>	
7.	<b>Any other business</b>	

## Meeting Minutes

Item	Lead by	Information and Discussions	Action and Number
A	Chinmay Darji	<p style="text-align: center;"><b>Opening Remarks and Welcome</b></p> <p style="text-align: center;"><b>*We waited from 12:00-12:30 but did not meet quoracy. The meeting was adjourned by 1 minute, and restarted at 12:31pm*</b></p> <p>CD welcomed all to the meeting and thanked them for joining.</p> <p>CD: Before we start there is some general housekeeping to get through. Firstly, we are not planning for a fire drill so if the fire alarm goes off, please can you calmly make you way to the nearest fire exist. There are 2 designated meeting points, one is in front of the sports centre and the other is across the road next to the park. If you have any concerns or mobility issues, please let a member of staff know and they will be able to help you with the best route.</p> <p>There is also pizza and refreshments outside for you to grab if there is any left! Please be mindful of other attendees and the people presenting. Please remain as quiet as possible when people are presenting and leave your questions until the end. Please ensure that your phone is on silent to avoid disruption. There will be a time for questions after each section, if you have a question put you hand/card up and I will choose you 1 by 1 as fairly as possible.</p>	

		<p>There will photography and filming of the event, as shown by the posters around the room. If you have any concerns or queries about being photographed or filmed, please let the photographer or a member of staff know.</p> <p>CD then gave a brief overview of how AGM will run:</p> <p>CD: For each agenda item it will be presented by either myself as Chair of the AGM or the items presenter. For most items there will be time for you to discuss the item and ask questions. After which you will vote on the item, it will be shown on screen what your vote means for each item.</p> <p>The question time for reports is for you to make sure the work the Union has done is representative of your values as a student and you are happy with the quality of the work. Whereas the question time for student motions is for you to understand the motion and how it would benefit the students.</p> <p>Comments or questions relating to personal attacks at elected representative, or any Union staff will not be permitted. Equally any mention of a Union staff member that is not elected is outside the scope of the AGM.</p>	
B	Chinmay Darji	<p><b>Apologies</b></p> <p>CD: Sanidhya Shetty, VP Education has shared her apologies as she is unable to attend today's meeting. However, her report is available on Paper 3, and CD will</p>	

		present the report on her behalf. Any questions for SS, will be noted by the Clerk. SS responses will be posted on the website.	
C	Chinmay Darji	<p><b>Minutes from the previous Annual General Meeting 2024</b></p> <p>CD: The minutes of the previous quorate meeting have been circulated and can be found in paper 1. Does anyone have questions about the previous meeting or the minutes?</p> <p>No questions raised.</p> <p>CD: We will move to vote on the minutes:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the minutes please raise their hand: 6 votes</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>As a result, the previous minutes are approved.</p>	
1	Chinmay Darji  Syed Hossain	<p><b>Trustee Reports</b></p> <p>Now we will move on to our report from the trustees, this is just an update from the trustees and will not be voted on but there will be time for questions. Following this report, we will have the reports from the 3 sabbatical officers which will be voted on regarding the quality, quantity and value of their work.</p> <p>CD:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Elections 2025 had a huge increase in engagement, 854 students took part in voting, an increase of 87%. 3203 individual votes were cast, an increase of 76%. Highest voter turnout since 2019!!</li> </ul>	

		<ul style="list-style-type: none"> <li><input type="checkbox"/> A total of 12 Sabbatical Candidates took part in Elections, last year there were 4 candidates.</li> <li><input type="checkbox"/> A total of 267 Course Reps for this academic year, 186 (70%) of Course Reps have completed training.</li> <li><input type="checkbox"/> Highest Student Council attendance on record, 38 students attended a meeting.</li> <li><input type="checkbox"/> Supported over 120 students so far this year with advice cases, compared to the whole of the previous academic year with 137 cases.</li> <li><input type="checkbox"/></li> <li><input type="checkbox"/> 47 active societies compared to 23 last academic year. With 498 members – the number of members increased by 69 students compared to last year. Sonar Events being the biggest with 89 members (increase of 15), Solent Video Games with 59 members and Law Society with 57 members.</li> <li><input type="checkbox"/></li> <li><input type="checkbox"/> Since September 2024, the SU Exchange has been visited 2955 times, 361 registered members (141 more than last year), and has distributed 12645 items (3,843 items last year).</li> </ul> <p>CD asks if there are any questions following the report.</p> <p>No questions are raised.</p> <p><b>SU President report [Chinmay]</b>          CD: As I cannot chair my own report I will momentarily hand over to Syed.</p>	
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		<p>SH: The president report can be found in paper 2 and that has been circulated. I will let Chinmay present his AGM report.</p> <p><i>[Chinmay presents]</i></p> <ul style="list-style-type: none"> <li>□ <b>Let's talk about sex campaign-</b> this is a campaign that was started by our previous Union President. This year all our SU staff completed sexual health training provided by the SU to remain a Get It On registered place. This has meant we can continue to provide pregnancy tests, condoms and sexual health advise to our students. I wrote a blog post that was shared online to promote this service and to raise awareness of contraception. This included creating videos and graphics for social media.</li> <li>□ <b>Use your voice campaign- The</b> purpose of this campaign was to encourage students to share their feedback with the SU and to promote the various channels available for feedback to be shared. The first part of the campaign was to create a survey to ask students for feedback on strategic plans. The second part was to raise awareness of the cost-of-living crisis and to promote support for students. I am in the final stages of completing a new feedback log to use within the SU. This will provide a centralised system for all feedback to be logged and to encourage students to continue to raise their concerns.</li> <li>□ <b>Improving the experience for international students:</b> I have been working with the International Support Team to make sure there is support and ongoing plans to help students with their visas. Raising awareness of issues faced by international students to ensure plans are being made to better support them. I have hosted a series of events to improve social opportunities for international students, including the Internation Movies Series.</li> </ul>	
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		<p><input type="checkbox"/> Improving student experience for all students: I have hosted a series of events in collaboration with the Library Team. This has included running monthly drop-in sessions with board games and food to encourage students to meet with each other and relax.</p> <p>Does anyone have any questions about the report before we move onto voting?</p> <p>No questions raised.</p> <p>SH: We will move to vote on the report:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand: 6 votes</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>SH: As a result, the President Report is approved.</p> <p>CD: I can now return to my normal position as chair! The VP Education report can be found in paper 3 and that has been circulated. I will be presenting the VP Education AGM report, as Bria is unable to attend today.</p> <p>I will answer any questions after the report to the best of my knowledge. But any questions that I cannot, we will pass on to Bria, and we will share the responses online when she returns.</p> <p><i>[Chinmay Presents] (2 Minutes)</i></p>	
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		<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Improve Course Rep Engagement:</b> Significantly improved the course rep engagement. We now have 263 Course Reps compared to 146 from last academic year. SS has attended over 20 course committee meetings. Introduced new initiatives to promote engagement, including Course Rep of the Month and monthly catch-up meetings.</li> <li><input type="checkbox"/> Peer Assisted Learning Scheme: Currently developing a proposal. Has completed research on how it is implemented at other universities.</li> <li><input type="checkbox"/> AI Policy Advocacy: Working with the Head of Education and Head Librarian to establish a clear AI policy and guidelines for students.</li> <li><input type="checkbox"/> Student Social Space will be presented later by SH, as he is jointly working on this campaign.</li> </ul> <p>Does anyone have any questions about the report before we move onto voting?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> JG feels that the AI policy and guidelines is very important.</li> <li><input type="checkbox"/> AG adds that at student council meetings, SS has provided good updates on this so it would be good to read the minutes for more information.</li> </ul> <p>No questions raised.</p> <p>CD: We will move to vote on the report:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand: 6 votes</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>CD: As a result, the VP Education report is approved.</p>	
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		<p>CD: The VP Wellbeing report can be found in paper 4 and that has been circulated. I will let Syed present his AGM report.</p> <p><i>[Syed Presents] (2 minutes)</i></p> <ul style="list-style-type: none"> <li>□ <b>Introduce Wellness Sessions:</b> I have written a few blog posts to promote wellbeing for students and the current services available at the University. Following feedback from students it was important to work with the University to improve the counselling service. As a result, the application process to access the mental health team has been improved, and there are less documents to complete.</li> <li>□ <b>Expanding the Multifaith rooms:</b> There has already been an additional room added, so I did not push the University to add another space so quickly. Instead, I worked with the Faith Societies gathering their feedback and supporting them to be able to carry out their activities and practice. Meeting regularly and advocating for their needs.</li> <li>□ <b>Hardship Funding for International Students:</b> Our Home students are able to access funding from the Government but our International students are not. So i have been carrying out research and drafting a new policy to enable the University/ SU to provide funds to support international students. This can then be distributed to students in hardship.</li> <li>□ <b>Student Social Space:</b> I have been working collaboratively with Sanidhya Shetty to gather feedback from students to find out if they would like a student social space. We have created a survey that closes on the 30th of April.</li> <li>□ <b>Go with the Flow Campaign:</b> A motion was raised at student council to provide more sanitary products and to be inclusive of disabled toilets. I have updated the card in the toilets to include a QR code for students to share feedback on the campaign. I have also secured a donation from Boots of</li> </ul>	
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		<p>sanitary products. This allowed us to provide sanitary products in 20 toilets including disabled ones. I also presented that we allocated SU funding to be able to continue to run this campaign in the future. This has been approved. SS and I also provided £200 from our budgets to purchase more sanitary products to ensure stock for the remainder of the academic year.</p> <p>Does anyone have any questions about the report before we move onto voting?</p> <p>CD: We will move to vote on the report:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand: 6 votes</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>CD: As a result, the VP Communities and Wellbeing Report is approved.</p>	
2	Chinmay Darji	<p><b>Audited Accounts</b></p> <p>CD: The audited accounts for 2023/24 can be found in paper 5 and that has been circulated. I will present an overview of the accounts for you to ask questions on if you wish.</p> <p><i>[CD Presents]</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Solent Students' Union presents its audited financial statements for the year August 2023 to July 2024. The accounts consolidate the charity, Solent</li> </ul>	

		<p>Students' Union, and the trading company, Solent Students' Union Trading Limited.</p> <ul style="list-style-type: none"> <li>□ Although there is no statutory requirement at present to conduct an audit due to the charity's income being well below the audit threshold (£1m), the charity has its financial statements and practices externally audited on an annual basis to satisfy the University and also the charity's trustees. The trading company is not audited, although the intercompany balances between the charity and trading company are examined by the auditors.</li> <li>□ The audit, which took place on site in September 2024, was undertaken by Godfrey Wilson.</li> <li>□ The resulting financial statements were signed off by the Board of Trustees in November 2024.</li> <li>□ The charity received an unqualified audit report, meaning the auditors consider the financial statements provide a true and fair view of the charity's finances.</li> <li>□ The financial statements recognise a deficit of £37,438 during the year, compared to a deficit of £67,271 in the prior year.</li> <li>□ At the end of the year, the general fund level (funds which can be used in future years and are not restricted in how they can be spent) was £123,221, down from £182,033 in the prior year.</li> <li>□ However, if you add back the SUSS pension deficit liability, the free reserves level was £475,465, down from £553,224 in the prior year.</li> <li>□ SUSS is a liability on the Union's balance sheet of £352,244 (£371,191 in the prior year). SUSS is a defined benefit pension scheme whose membership consists of employees of students' unions throughout the UK. The scheme is in deficit and the Union makes monthly contributions, increasing at 5% per</li> </ul>	
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		<p>annum. At present, the University provides additional funding to cover these deficit contributions.</p> <p>Does anyone have any questions about the Audited Accounts before we move onto voting?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> AL asks to move back to the financial expenditure overview so that she can review again. After a few minutes, AL confirms that she does not have any questions.</li> <li><input type="checkbox"/> LG states that she will abstain as she does not feel she knows enough to give a valid response.</li> <li><input type="checkbox"/> A consensus is shared that they do not know enough about finance to decide on how to vote, so the majority decide to abstain.</li> </ul> <p>CD: We will move to vote on the report:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand: 1 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:5</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>CD: As a result, the vote is to abstain.</p>	
3	Chinmay Darji	<p><b>Appointing Auditors</b></p> <p>The suggested auditors for the Union’s accounts can be found in paper 6 and that has been circulated. It has been suggested that Godfrey Wilson Ltd continue to be the Union auditors for the following year.</p>	

	<p>CD: Does anyone have any questions about the suggested auditors before we move onto voting?</p> <p>No questions.</p> <p>CD: We will move to vote on the proposed auditors:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand:6 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>As a result, the proposed auditors Godfrey Wilson Ltd are approved.</p>	
4	<p><b>External Affiliations 2024/25</b></p> <p>CD: The external affiliation for 2024/25 can be found in paper 7 and that has been circulated. The external affiliations are:</p> <ul style="list-style-type: none"> <li>- National Union of Students (NUS UK and NUS Charity)</li> </ul> <p>Does anyone have any questions about the external affiliations before we move onto voting?</p> <p>No questions.</p> <p>CD: We will move to vote on the external affiliations:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand:5 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:1</li> </ul>	

		<input type="checkbox"/> Can all those who vote to reject please raise their hand:0  As a result, the external affiliations are approved.	
5	Chinmay Darji Syed Hossain Lou Geraghty Aggie Longland	<p><b>Student Motions</b></p> <p>CD: We now move onto Student Motions, which is the more enjoyable part of the AGM process. Five students have submitted motions for you to hear and debate before voting on each. Please consider each motion carefully and how it would best impact students. The students who are presenting the motion do not need to have a full idea of how the motion will happen, just why they want it and the positive effect it will have on students. It is for the Union to figure out how the motion will happen afterwards, if they have been passed.</p> <p><b>Motion1- Safeguarding and Accountability System</b></p> <p>CD: The motion called “<b>Safeguarding and Accountability System</b>” can be found in paper 8 and that has been circulated. I will now pass over to Lou to present their motion.</p> <p>LG presents Motion 1:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> This motion has been raised due to issues within the Theatre Course around harassment and bullying. When issues were discussed in the course committee meeting, it was highlighted that the follow up process was not working. So, Jon Grace created a new system that allows students to raise concerns anonymously. There needs to be a simpler form for students to complete instead of one that takes over five minutes. If this system goes ahead, we should incorporate it into Course Rep training, they can then help</li> </ul>	

		<p>to spread awareness. Ultimately, we want to ensure there is an accessible way to speak up about bullying and for it to be dealt with without bias.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> LG shows the attendees the draft version of the form</li> </ul> <p>Does anyone have any questions about Motion 1 before we move onto voting?</p> <p>AL: What would the system look like:          LG: Shares the example system created by JG with the attendees.          AG: Notes that there is a section that asks for student's name. Queries how this will work if it is going to be anonymous.          ET: Highlights that it is not a compulsory question, so students do not have to fill in.          LG: Confirms that the option is there if students would like to share their details, but it can also be completed anonymously too.</p> <p>No further questions.</p> <p>CD: We will move to vote on Motion 1:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand:6 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>As a result, Motion 1 is approved. CD congratulates LG and JG.</p> <p><b>Motion 2- Instate a Housing Officer</b></p>	<p>Action 1: Add motion 1 to the policy register.</p>
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	<p>CD: The motion called “Instate a Housing Student Officer” can be found in paper 9 and that has been circulated. Ben is not here to present the motion, so I will present on his behalf.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The motion highlights the poor conditions in the student accommodation. It raises the issue that there is not a clear process for raising complaints. The motioned has requested that we instate a Student Housing Officer who can advocate for the rights of students in accommodation and to be a point of contact for students to raise their concerns.</li> </ul> <p>Does anyone have any questions about Motion 2 before we move onto voting?</p> <p>No further questions.</p> <p>CD: We will move to vote on Motion 2:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand:6 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>As a result, Motion 2 is approved.</p> <p><b>Motion 3- Promotion of Vegan Options</b></p> <p>CD: The motion called “Promotion of Vegan Options” can be found in paper 10 and that has been circulated. I will now pass over to Aggie to present.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> AL states that there are quite a few vegan food options available on campus, but they are not well known. AL states that they would like the SU to support</li> </ul>	<p>Action 2: Add motion 2 to the policy register.</p>
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		<p>with promoting vegan food options available on campus so they can be more easily accessed by students. This is important not just for vegans, but for religious and medical reasons.</p> <p>No questions raised.</p> <p>CD: We will move to vote on Motion 3:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Can all those who vote to approve the report please raise their hand:6 vote</li> <li><input type="checkbox"/> Can all those who abstain please raise their hand:0</li> <li><input type="checkbox"/> Can all those who vote to reject please raise their hand:0</li> </ul> <p>As a result, Motion 3 is approved. CD congratulates LG.</p> <p><b>Motion 4: SU to provide Vegan options at events/meetings</b></p> <p>CD: The motion called “SU to provide Vegan options at events/meetings” can be found in paper 11 and that has been circulated. I will now pass over to Aggie to present.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> AL at some meetings vegan options have been provided but not at all. AL states that she attends a lot of SU meetings and it does not always cater to vegan students. There can sometimes be soya milk, but not all vegans drink this, so it would be good to include almond milk too.</li> </ul> <p>No questions raised.</p> <p>CD: We will move to vote on Motion 4:</p>	<p>Action 3: Add motion 3 to the policy register.</p>
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		<p>CD: Thanks, students, for submitting motions. This will now be discussed within the SU Team on how we can action these motions. Updates will be given on our website.</p>	
6	<p>Chinmay Darji Syed Hossain</p>	<p><b>Open Questions to the Officer Trustees</b></p> <p>CD: Does anyone have any questions for the officer trustees about our work or the work of the union this year. The officer trustees are the three of the sabbatical officers here.</p> <p>No questions are raised.</p> <p>CD: If any student would like to raise any questions following the meeting, please come and see us in the SU Office or email us.</p>	
7	<p>Chinmay Darji</p>	<p><b>Any other appropriate business</b></p> <p>CD: Does anyone else have any other appropriate business they wish to bring to the attention of the AGM?</p> <p>No appropriate business is brought forward.</p> <p>CD: Thanks, students, for attending the Annual General meeting. Minutes will be shared online within one month.</p> <p>CD: Can students take some time to complete the feedback survey.</p>	

		CD: Thanks, students, for attending and closes the meeting.	
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### Overview of Agreed Actions

Action Number	Overview of Action	Person Responsible
1	Action 1: Add motion 1 to the policy register.	Hannah Piatkiewicz
2.	Action 2: Add motion 2 to the policy register.	Hannah Piatkiewicz
3	Action 3: Add motion 3 to the policy register.	Hannah Piatkiewicz
4	Action 4: Add motion 4 to the policy register.	Hannah Piatkiewicz
5	Action 5: Add motion 5 to the policy register.	Hannah Piatkiewicz

