



Minutes

Monday 9th October 2017, 18:00, Audrey Emerton Building, Seminar Room 4

Present: Alice Lagnado (AL), Amber Moys (AM), Ana Shahmiri (AS), Cal Barnes (CB), Cal Kenny (CK), Dan Sims (DS), Gabby Alexander-Harvey (GA), George Le Bihan (GB), Harry Cross (HC), Honey Manso (HM), Humaid Ghorri (HG), Iain Peacock (IP), Josie Porter (JP), Kate Howell (KH), Rebecca Gill (RG), Vivien Ngo (VN)

Apologies: Alex Taylor (AT), Bradley Stewart (BS), Ellie Deane (ED), Ibrahim Hamami (IH), Joe Tan (JT), Matt Williams (MW), Megan Harrison (MH), Sophie Lloyd (SL),

Absent: Daisy Holmes (DH), James Barber (JB)

	Agenda item	Notes and actions to be taken	Person responsible
1.	Committee business		
2.	Minutes of the previous meeting	The minutes for the previous meeting held on Tuesday 26 th September 2017 were approved.	
3.	Matters arising		
3.1	Grad Ball	<p>KH/AL: Venue is being kept secret so that the 5th Years are the first to know. Basic package £87.84 pp (£80 members, £90 non-members) which includes venue hire and welcome drink etc. Estimated 170 attendees (135 students plus guests and staff) which would raise £14,932 approx. but need exact number of MedSoc members in year group for a more accurate estimate.</p> <p>This would cover the basic package -£700 approx.</p> <p>In addition to this there will be entertainment costs (£4730), decorations (£900), photographer (£650) and misc. (party favours (students only), gifts for staff, club entry = £2225) all based on previous years' figures (this totals more than £9000)</p> <p>KH/AL: Other funding/sponsorship sources eg MDU, MPS etc already contacted including ones not contacted before. Either value confirmed or meeting at 5th Year Conference to possibly increase the donation. Also, first 5 Medical Schools to get 90% of cohort signed up to doctors.net get cash prize so will also push that. National Student Survey awards money for completion.</p> <p>Money deficit £4467.80 + additional drinks token for all guests if possible (approx. £4.50 pp). Therefore, ideally asking MedSoc</p>	<p>RG to sort and send 5th year membership master list to AL/KH</p> <p>HC to speak to Dean Malcolm Reed to talk about possible increased funding for 10th year of graduates</p>

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		<p>for £5000 (£4000 normally) which would possibly enable us to offer subsidised tickets for those who receive the NHS full bursary (successfully tried for the first time last year) and an extra drink to all attendees. If not, £4500 but this would not allow any room in the budget or the extra drinks</p> <p>CB: How do the subsidised tickets work? KH: As yet this is not incorporated into the budget as we would see what money is left over and then offer the subsidies later on when guest numbers and sponsorship is more final</p> <p>(KH/AL: leave room so committee can discuss) CB: Hard to vote without seeing their spreadsheet. There is a deficit already without adding the drinks tokens so we need to see how the figures were calculated HG: We don't want the next year to expect the same and keep pushing the value higher and higher HC: Everything is becoming more expensive so 4000 may not be enough any more DS: Could move to £5000 for the next few years but subsidise it with higher membership costs HG: Could raise the ticket price for non-members to £100 to have a greater incentive to buy membership DS: Even to £95 would raise a lot more money HC: But if one person then didn't come due to the increased price you would need a lot of people to cover their ticket price so there is a fine line. Last year fewer than 170 people went and these figures are calculated with a minimum of 170 CB: But by more people going you are adding extra expense due to the personalised gifts and not extra revenue. Could we ask for their spreadsheet and then have a few weeks to look over it? HC: Vote on giving £4500 now and then reviewing the situation in April and perhaps giving extra money for drinks tokens, no committing to £5000 without knowing who's coming – unanimously in favour</p>	<p>AL/KH to post detailed spreadsheet on Committee Facebook Group for review</p>
3.2	BSMS LGBT Society	<p>CB: Unsure if there is already a society at either Brighton or Sussex University. There is an unofficial BSMS society that runs a few socials but concern over whether people know where to look for it? Making it official would make it more accessible. HM: There is definitely a Sussex Society and in order to make another one you would need a good reason.</p>	<p>HM to send CB society application form</p>
3.3	MedSports funding and Sports Programs	<p>GB: Sports Reps under pressure from teams to approach Dean Malcolm Reed to ask for specific sports funding as most other universities have better schemes.</p>	



<p>3.4</p>	<p>Murmur paper</p>	<p>JP: Both Brighton and Sussex are biased towards their own teams and Sussex make MedSports pay high, unsubsidised rates for pitch hire. Even though we should be supported by two universities our situation is much worse than Southampton medics. Southampton University funds their league entry and each student pays £60 plus £100+ gym membership. We don't charge as much but raising sports membership would massively help the sports budget. Aware this will be unpopular for older years as the cost went up last year too. We want to approach someone from Sussex (either an activities officer or SU) to sort this out as the Sussex teams get free pitch hire.</p> <p>AL: There must be other non-sport societies that try to hire places out, would be good to know if they get subsidised. Plus our students still live on campus and should have a right to the same facilities</p> <p>CB: When you approach them make it clear that the current treatment of MedSports is unacceptable and present figures from other medical schools</p> <p>HC: Meeting on Wednesday with Dean – need spreadsheet to show how much Sports Reps spend each year on pitch hire (on top of kit cost)</p> <p>GB: The problem with approaching the medical school for funding is they already provide money for coaching but three coaches have already dropped out so we aren't going to use the full amount. We advertise BSMS whenever we play away games so we should try and get as much funding from them as possible</p> <p>CB: Go higher than Sports Brighton– take it to the SU</p> <p>GB: People from various sports team are on the committees that decide funding so would it be worth one of next year's sports reps to run for the Brighton committee</p> <p>HC: We need to be treated equally by both universities for both sports and balls when it comes to funding</p> <p>DS: Murmur = termly student newspaper (ran 4 years ago) that it would be good to start back up again (like Pulse but direct from students). No time to lead so looking for interest amongst the committee.</p> <p>HC: Would be a good documentation of past events (sports day, varsity etc)</p> <p>AL: Would need to be run like a society with more than just one person</p> <p>HM: Could have reps from each year</p> <p>HC: Advertise it with a 5-minute talk to each year (especially first and second year) and hype it up to encourage involvement</p> <p>AL: Could send out an email and get students to reply if interested</p>	<p>GB/JP to send HC a spreadsheet detailing what is spent each year on</p>
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		<p>HC: Aim for first edition printed in second term to give them a target date to work towards? DS: Agreed as there are too many things going on this term HC: We could add it to the responsibilities of a pre-existing committee role VN: Would probably fall under IT & Comms</p>	<p>MW to mention re-establishing Murmur Paper in weekly bulletin</p>
3.5	BSMS buying and selling page	<p>CB: People selling textbooks and furniture clogging up the MedSoc group. They prompt people to turn off their notifications so conferences get lost and their reach is less. Would it be beneficial to set up a special page specifically for this so people can leave if they want to? VN: There aren't that many selling posts CK: And some are useful, we found our house through the MedSoc page HC: The whole point of the group is that it is a message board so you can't censor it. We shouldn't have to make a group for people who don't like it. AL: Last year they changed the way 5th years sell books and pulled them all together and did a big book sale run by two 5th Years HC: This would be a good thing to run again. We may need to consider starting the group again as there are now so many people that the notifications don't come through properly</p>	<p>KH/AL to find people willing to run an end-of-year book sale</p>
3.6	First Year Rep elections	<p>HC: Second year committee members need to go into first year lectures (13.10.17) in blue polo shirts to advertise the elections are coming up. Perhaps we could tie this in with society first year reps. AM: Society first year reps need to apply by the 20th and then there is a week to vote HC: That takes us to the 27th so we will communicate with societies reps and do these elections in parallel</p>	<p>MW to take the lead in organising the MedSoc First Year Rep elections</p>
3.7	SGM and constitution	<p>HC: Need an SGM soon (November) to review the Constitution. We will also review the process of electing committee members if a member suddenly pulls out. We will also discuss refunding memberships and reducing the cost of membership in Phase 2 HM: Can non-committee come to the meetings? The first years could then decide if they want to be first year reps. This was done last year before the elections CB: Anyone can come to any of the meetings if they want to but reading through the Constitution is possibly not the best introduction to MedSoc HC: We can still encourage them to come along</p>	<p>All committee members to read the whole constitution and note anything (specifically about their own role) that needs changing</p>

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<p>3.8</p>	<p>Sponsorship and funding for societies and conferences</p>	<p>HC: How do we decide who gets what money if sponsorship is applied for in general rather than for individual events AL: We need to speak to other MedSocs to see what they ask for and how they use the role of Sponsorship Rep GH: Tried general sponsorship packages but companies wanted to know specifically what they get for their money. Companies were interested in packages for the whole year but wanted a detailed plan of all the events which is hard to organise when we have never needed one before. They wanted face to face contact with students at the freshers' fair but BSMS is strict on who they allow themselves to be affiliated with (no publishers) CB: The school office may be ok with companies coming in on random lunch times to get face to face contact, as long as you let them know when the companies are coming to set up a stall HC: In the future we probably need Sponsorship Rep to be in an older year so they have more contact with the 5th Year Reps (although then risk losing contact with Winter Ball) KH: Sponsorship Rep should ask companies what their whole budget is for BSMS at the start of the year and get that all transferred as soon as possible by explaining what they get from it HC: So for this year, contact with the main sponsors should be done through the Sponsorship Rep to establish consistency – starting a new role is always difficult so keep it simple to begin with. Other reps can email smaller companies separately and we will gradually integrate them.</p>	<p>HC, CB, MW and RG to set up a Facebook group with all MedSoc committees at National MedSoc Conference</p> <p>GH, Social Secs and 3rd Year Reps to arrange a meeting centred around group sponsorship for balls</p>
<p>3.9</p>	<p>Slack App</p>	<p>Item moved to next agenda</p>	
<p>3.10</p>	<p>Membership cards</p>	<p>RG: Issue raised by member who lost their card and could see no reason to buy a new one. What is the purpose of the membership cards and is it necessary for the first years to have them? AL: Originally, they were introduced so that the committee could reach out to Brighton companies so students could use them for discounts so they can use them RG: In order for cards (and therefore membership) to be worthwhile there needs to be greater enforcement of the benefits membership gets you (able to join societies, sports teams, discounted ball tickets) HC: But we should be encouraging people to come to events, not putting people off HC: The sponsorship role could be evolved to finding local deals the cards can be used for VN: Ticket pricing will be the biggest incentive for people to buy membership. JP: Sports membership can be increased for non-members</p>	<p>HG/AT to speak to First Years (13.10.17) about increased enforcement and then sell memberships for 1 week. Cards sent</p>

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		VN: If the price for non-members is increased £10 for Winter Ball, £10 for Halfway-There Ball and £15 for Grad Ball then £35 of the membership is already covered	off for by RG at the end of that week
4.	Any other business		
5.	Date of next meeting	TBC	

Minutes taken by RG