



Minutes

Friday 13th May 2016 – 12:00, Medical school building

Present: Alec Saunders (AS), Alex Parr (AP), Ayesha Raheem (AR), Dom Lowcock (DL), Henry Graham-Rack (HG), James Lee (JL), James Willans (JW), Neil Calderwood (NC), Daniel Sims (DS), Harry Cross (HC), Phillipa Wright (PW), Rachel Wilson (RW), Greg Pluck (GP), Max Bullock (MBu)

Apologies: Fraser Kenny (FK), Gemma Hawkey (GH), Jenny Scott (JS), Jonathon Stone (JS), Lauren Clark (LC), Louisa Woollen (LW), Mani Jayamurthy (MJ), Matt Burton (MB), Meggie Sambrook-Smith (MS), Nick Greenslade (NG), Ravi Mani (RM), Ruairi Conway (RC), Jaz Dhedli-Singh (JD)

Absent: N/A

	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 Wednesday 4 th May 2016 were approved.	
3.	Matters arising		
	SurgSoc funding for conference (AP)	<p>School has now given £350 to EmSoc and will cover speaker expenses. SurgSoc have come wanting money for medical meat.</p> <p>SurgSoc are running 2 stations in the conference. SurgSoc don't have the funds to pay for the meat themselves. They are not getting a budget from EmSoc for the conference. They have lined up suppliers and this is just pending confirmation from SurgSoc. There has been a lack of communication between their committees and this has led to not knowing where the funds or meat are coming from. EmSoc have ordered the meat out of their treasurer's personal account as there had been no confirmation that the meat had been ordered.</p> <p>SurgSoc have submitted a funding request which has not yet been discussed however they were under the impression it had been declined. When SurgSoc had the discussion about the meat previously, they were under the impression that they needed to supply the meat and people to run the session. EmSoc have arranged a few people and would like SurgSoc to recruit some more people to lead, around 6.</p>	

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		<p>SurgSoc have around £30 in their account. They previously requested £226. Last year the budget for meat was around £500 but they have looked into a cheaper company that is lower quality meat.</p> <p>Costs are likely to be covered by ticket sales, however it might not cover the cost of the medical meat.</p> <p>We would like to use the £150 societies funding destined for SurgSoc to pay for the meat in part, and then pay the balance of the meat ourselves. After the conference, EmSoc will reimburse MedSoc, at least in part, for the medical meat.</p> <p>Unanimous vote to pay for the meat. Exact figure is unknown until we receive the invoice.</p>	
	Year Rep positions (JW)	<p>We will ask for manifestos today with a deadline of Monday at 5pm. Open voting at 9am on Thursday morning and close it on Friday night at midnight. If people would like to speak to their year groups, current 3rd years may present on Wednesday morning at SBM. 4th years may present on Wednesday evening at the "intro to 5th year" lecture.</p> <p>Positions will be for 4th year, 5th year and intercalation reps.</p> <p>JW to send out an email.</p>	
	Handover with new committee (JW)	<p>Committee members are to arrange their own individual handovers, need to organise a meeting where all new committee members attend a current committee meeting. Next meeting at AEB, JL to send an email to invite all of the new committee, advising attendance.</p> <p>Incoming committee to be invited to remaining meetings of this year.</p>	
	Societies/Sports presentation + promotion (JW)	This can be discussed at the next meeting.	
	End of phase 1 drinks in the medical school (HC)	<p>Last year £115.64 was spent on the event. 2nd year this year is slightly larger so it might be a bit more expensive. HC to contact Waitrose to arrange glasses.</p> <p>Unanimous vote to budget £150 on the event.</p>	HC
	Society voting system (AP)	<p>Can advise society committees to ask for manifestos and the voting will be discussed at the societies meeting. PW to disseminate this information to societies presidents.</p>	PW

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	Sports/societies meeting - plan, catering (AP)	<p>Will be AEB. Can't have alcohol, we were intending on getting refreshments supplied by the AEB. Sports captains have been invited, as well as societies committees and potential new committees. Juice, crisps and tea/coffee are potentials. This would be around £1.50 per tea/coffee.</p> <p>Unanimous vote to spend £75 overall on a mixture of the above for mentioned items.</p>	
	Sports Day catering (AP)	<p>A 4th year is making a vegan dahl. We need to supply the ingredients. AP and AS to go to Asda and the cash and carry to buy ingredients. We're also supplying veggie burgers. Thinks like coleslaw needs to be made in the morning.</p> <p>AP and AS to pick up the ice box from Westlain.</p> <p>RAG are going to best buy cash and carry to get ice, canned drinks, water bottles, juice etc</p> <p>Prices will be £3 for meat option, £2 for veggie. 2 hog-roasts for £5.</p> <p>RW to arrange a £100 float.</p> <p>Committee to meet at 10:30am on Brighton Campus at the Falmer gym. There will be Sport Brighton/Parklife staff on the day helping to the event, committee will be running errands, ushering people around, serving food etc.</p>	
	Photographer	We have procured a photographer which will not cost however there is availability to purchase high quality photos. She will be arriving at around 10:30.	
4.	Any other business	<p>To vote for next time: allocation for Deliveroo funding to Revue.</p> <p>Hustings information: To release a breakdown of which years voted.</p>	
5.	Date of next meeting	Weds 18 th in AEB 7pm. Invite new committee.	

Minutes taken by JL