



Minutes

Monday 22nd January 2018 – 18:00, Sussex House Boardroom

Present: Alex Taylor (AT), Amber Moys (AM), Cal Barnes (CB), Cal Kenny (CK), Ellie Deane (ED), George Le Bihan (GB), Harry Cross (HC), Honey Manso (HM), Humaid Ghorri (HG), Ibrahim Hamami (IH), Iain Peacock (IP), Josie Porter (JP), Matt Williams (MW), Rebecca Gill (RG)

Apologies: Alicia Paessler (AP), Gabby Alexander-Harvey (GA), Megan Harrison (MH), Vivien Ngo (VN), Ziqiao Qi (ZQ).

Absent: Alice Lagnado (AL), Ana Shahmiri (AS), Bradley Stewart (BS), Daisy Holmes (DH), Dan Sims (DS), James Barber (JB), Joe Tan (JT), Kate Howell (KH), Sophie Lloyd (SL)

	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 10 th January 2018 were approved.	
3.	Matters arising		
3.1	Trauma Conference Funding	<p>Zain and George (EMSoc Conference Lead and President):</p> <p>The conference will consist of four morning talks from speakers followed by an afternoon of four practical workshops (chosen from 12). It will take place on Saturday 12th May from 8:30 to 17:30 in Checkland Building.</p> <p>Key emphasis on the conference being accessible to everyone including student nurses and paramedics, medical students from other universities and aspiring medical students. Refreshments will be available throughout the day and there will be a raffle to raise funds for KSS Air Ambulance.</p> <p>Tickets £15 for MedSoc members and £17 for Non-MedSoc members if MedSoc provides funds for the conference. There will be 150 tickets available (sold out in the past two years with others messaging requesting more tickets, this year we have booked more rooms and a larger lecture theatre so there is a possibility that we could cater for 200 people if there is sufficient demand).</p>	



		<p>Funding is needed for lunch and refreshments, printing (posters, certificates, booklets), speaker expenses and workshop equipment. Total budget is very accurate as we've run this conference many times (more money needed this year to run more workshops). Already secured large amount of sponsorship from MDU, USSU.</p> <p>Proposal to MedSoc: Not keen on offering a MedSoc discount as it excludes the external delegates that we've worked so hard at building relationships with. So, to avoid this, we want to set aside 50 discounted tickets for 14 days only, advertised solely on the MedSoc Facebook page before opening general sales. Ticket sales - total costs = small deficit. Would like £300 contribution.</p> <p>CB: Would you get some of the other societies you advertise tickets to (ParaSoc for example) to donate towards the conference? You could include them in the same 14 day discount.</p> <p>Zain: They are very small societies and run minimal events so are unlikely to have a lot of money to spend but it could be worth asking.</p> <p>HC: Very impressive presentation. We would be keen for any money we give to go towards the conference only and not to fund extra things like polo shirts. Really like having two different prices to encourage MedSoc membership and will probably enforce this as standard in the future.</p>	<p>AT/HG to meet with Dean Malcolm Reed on 7th Feb to discuss how BSMS funds travel costs for external speakers</p> <p>RG to add EMSoc funding to next week's agenda</p>
3.2	MSF Conference Funding	<p>Liam Cole (FoMSF): As our budget stands we are currently in profit so do not require any money from MedSoc. Although similarly to EMSoc we are unsure how funding speakers works and so this has not yet been factored in. We were originally planning on doing a social with food but that idea has been scrapped so we don't need money for that any longer. If we don't get funding from BSMS to cover all costs we will come back and pitch to the MedSoc committee.</p>	<p>FoMSF to provide MedSoc with information about all speakers and where they are travelling from so AT/HG can request money from BSMS on their behalf.</p>
3.3	HWTB Funding	<p>CB: Minimum package was £500.</p> <p>HC: Should also receive the £250 in sponsorship promised by GH.</p>	



		<p>CB: People have been complaining that the prices have gone up and that there is a larger gap in price between MedSoc members and non-members. So we really need to emphasise that all ball prices have increased and the perks of being in MedSoc (see 3.7). £500 would require us to rethink the décor we planned, and we would pay for our own tickets rather than have a large discrepancy. We could also do additional fundraising rather than get more money from MedSoc. (CB leaves the room)</p> <p>MW: They should definitely have their tickets subsidised by MedSoc for the effort they put into organising the ball.</p> <p>Unanimous vote in favour of giving HWTB £600 to cover their costs.</p>	
3.4	Treasurer Mandate Change	<p>We voted unanimously that Humaid Ghorri and Alex Taylor are now the MedSoc Treasurers 2017/18</p>	
3.5	MedSports vs Sport Brighton	<p>GB/JP: Sport Brighton threatened to cancel pitches unless we sell more SportsFed memberships but their estimates were based on incorrect team numbers and we don't have enough players to cover the numbers they wanted. The situation has now been resolved and speaking to previous Sports Reps it's clear that this dispute is something that happens every year and to all teams not just MedSports. We've done really well with selling memberships as there are probably only around 10 people in teams who don't have them.</p>	<p>JP to distribute Walkabout cards as a reward to teams for this increase in SportsFed memberships</p>
3.6	Murmur Paper	<p>AM: I am now heading up the student-led magazine and want to present some possible sections that should appear in the magazine each term. For example, what does MedSoc do, calendar of major things that happen each term/things to look forward to next term, a T&E section, interesting research people want to draw attention to, medicine in the media (books, films, tv), creative space (poems, writing), updates on BSMS (faculty research or members of faculty leaving), message from the Dean, crossword? Plus adverts to boost sponsorship.</p> <p>HC: Really good idea, but there shouldn't be too much pressure to produce a paper ever term. Make it flexible so</p>	



3.7	First Year MedSoc Q&A	<p>people can sent content over after each KT so there is maximum time to compile and edit it.</p> <p>MW: MedSoc memberships are down this year so it would be a good idea to organise a forum before a lecture to explain what the benefits of membership are. For example, OSCE training, ball discounts, conference tickets etc. We should also be advertising each social as “MedSoc run” to highlight what their money is being used for. It could also be worth advertising MedSoc before freshers arrive in September using Facebook groups.</p> <p>HC: Would also be good to have some stats about membership to other societies</p> <p>CB: The Ball discounts alone make their money back</p> <p>IH: What is the point of the MedSoc cards</p> <p>RG: There isn't really a need for them when we have up-to-date lists so we should scrap them for next year as it is an unnecessary expense</p> <p>HC: At the moment only presidents of societies have to have membership but maybe we should change this to all of the committee.</p>	<p>MW to make a list of all the benefits of MedSoc membership and share with the committee if they have anything to add</p> <p>RG to remove MedSoc cards from the Secretary handover for next year and IH to add pre-emptively advertising MedSoc to the IT & Comms handover</p>
4.	Any other business		
4.1	Funding update of this academic year	<p>HG/AT: We have steady income from socials and hopefully BSMS so we are in a good financial situation and can afford to be a bit generous with no immediate need to be cautious with spending. We seem to be spending roughly the same as previous years. That is even with leftover expenses (eg brunch) from last year.</p> <p>IH: What is the aim? To make a profit?</p> <p>AT/HG: Breaking even would still be a good situation to be in</p> <p>HC: The refreshers events were not really run as fundraisers and this could be changed for Threefreshers (including adding a weekly wristband)</p>	
4.2	Society elections (3 rd term)	<p>IH: 3rd term is a very busy term so as to speed up the election process it would be easier for societies to spend 15 minutes create their own surveymonkey. This would free up hours for Societies Reps and IT & Comms. We should also buy a new</p>	



4.3	Upcoming cocktail social	<p>surveymonkey account each year as there is sensitive personal voting information from the previous year on there.</p> <p>HC: A good idea but export into crude data without people's names first so the information isn't all lost. In terms of the elections, if we leave committees to do it themselves they might not do it properly and make more work than necessary. The system of setting a deadline last year worked well.</p> <p>IH: We could send out a template form for them to just add names to and email back easily.</p> <p>CB: And if it's taking too long we just divide the job amongst the committee</p> <p>HM: It's not always useful for everyone to vote anyway so should there be some exceptions where the current committee can decide the new committee?</p> <p>RG: That would be good for very niche societies like choir</p> <p>HC: Or societies that have upcoming conferences and need to keep some committee members the same</p> <p>HM: Before the election we should also advertise societies that are already set up but didn't run this year due to lack of interest in case a first year wants to take it on.</p> <p>ED: The Cocktail social will be on Friday 9th Feb this year. In the process of booking the foyer again with out of hours staff. It will run from 18:00-19:30 followed by a night out at Shoosh. We will need committee to help to make cocktails and set up/clear away. We are going to use last year's surveymonkey for which cocktails people want. Aim to breakeven as last year lost money.</p>	<p>HG to ask RAG when cabaret is</p> <p>CB to run a cocktail making training session – committee to put forward names of who wants to help</p>
5.	Date of next meeting	TBC	