



# Minutes

Tuesday 24<sup>th</sup> January 2017 – 6:00, AEB

**Present:** MHA, JB, LC, DS, AM, DR, CW, CB, ES, TS, HCO, GH, GM

**Apologies:** Alex Parr (AP), Fraser Kenny (FK), Greg Pluck (GP), Harry Cross (HC), James Scott (JS), James Willans (JW), Jonathan Stone (JS), Lewis Gregory (LG), Matt Holmes (MH), Max Bullock (MB), Megan Sambrook Smith (MS), Tom Sorrell (TS), Yazan Nasser (YN), Daniel Tebbs (DT), Katie Clifford (KC)

**Absent:**

	Agenda item	Notes and actions to be taken	Person responsible
1.	<b>Committee business</b>		
2.	<b>Minutes of the previous meeting</b>	The minutes for the previous meeting held on Mon 16 <sup>th</sup> Jan 2017 were approved.	
3.	<b>Matters arising</b>		
3.1	Conference funding	<p>LC has produced a spreadsheet in order to make funding more objective. More money as number of attendees increase. Split into categories; as each criteria is fulfilled, more funding can be obtained. More funding for earlybird tickets, reduced prices for MedSoc members etc. Looking at the criteria LC has come up with to see whether we agree with what he has suggested.</p> <p>Discuss re: implications for societies that are charities. Need to find out who the charity societies are and how their finances work. Why do they have low money? Separate charity pot and funding? LC to distribute the presentation and spreadsheet.</p> <p>Will it need an AGM? No – not an official part of the constitution, this is an advice document. Societies should be declaring their USSU bank balance before/in their application for funding. Committee to look over, and decide what they think. Re-discuss in 3 meetings' time.</p>	LC All
3.2	UGTM Focus Groups	In contract with UGTM, need 3 focus groups. DS has the list of questions for discussion. Need to determine a date for the first one; brainstorming. Minimum 10 people for the focus group required. Will be likely to be after a MedSoc meeting so that people can end at the end. Session 1 – general UGTM, ECG.	



		Session 2 – social media. 3 – How they use the books (preferably those who have reviewed them). DS to find criteria from UGTM and circulate it. Food/drinks will be provided.	DS
3.3	BSMS Mascot	Want to design mascots for t-shirt. Come up with a shortlist now, and get the sports teams to vote. Seahawk, sharks, albatrosses, starlings, dolphins, seals. Finalised design, should be printed within a week. <ul style="list-style-type: none"> <li>1. Shortlist mascots (create)</li> <li>2. Sports teams vote</li> <li>3. If undecided – student body</li> <li>4. Design t-shirt</li> <li>5. Send off t-shirt</li> </ul> Hopefully will be a profit, but is not a priority.	GH/GM
3.4	Storage	Stuff still in JBhouse. Needs to be transferred to DS house. DT or TS? TS only on a weekend.	TS
3.5	Careers fair	Need to raise publicity. By word of mouth and social media. All committee to attend and publicise; encourage others to attend. Thinking about ways to improve CV, make contacts. Shoutouts etc.	All
3.6	Pharmacy bar crawl	Want a big turn out – want to raise as much money as possible. Hopefully to maximise attendees. Promote to your years	All
3.7	MSF	Agree that £300 is a reasonable amount. Want to use it as their conference amount, keep the £91 and MedSin £150.	
4.	<b>Any other business</b>		
5.	<b>Date of next meeting</b>	Tuesday 31 <sup>st</sup> Jan? PROVISIONAL	

Minutes taken by HC