



Minutes

9TH Jan 2017, AEB

Present: AP, AM, CB, CW, DR, ES, FK, HCR, HC, JB, JS, LC, MH, GH, GM, TS, DT, KC

Apologies: *Daniel Sims (DS), Greg Pluck (GP), James Willans (JW), Jonathan Stone (JS), Lewis Gregory (LG), Yazan Nasser (YN)*

Absent: Mho, MS,

	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 10 th November 2016 were approved.	
3.	Matters arising		
3.1	MSF funding pitch	<p>Vice president and phase 2 rep from B and S FofMSF. Conference occurring – theme ‘A world on the move; the journey of a refugee’. Working with medsin, architects without borders and lawyers without borders. Aim is to inform about the refugee crisis, with speakers such as lawyers, midwives, doctors and students who have worked with refugees in crisis.</p> <p>Day long event at the Medical School; 4th Feb, 9:30-17:30. Aiming for 80-100 attendees, max 130. Early bird tickets: £12, later tickets: £15. Expected ticket sales: £1200, require £917 in funding. Aiming for £550 from MedSoc, £200 from USSU, £100 from Wesleyann, £100 from MDU. USSU email was mislaid, and next meeting is end of January, 6 days before their conference. MSF would like to apply for £750 from MedSoc to cover the USSU costs, and if that is reimbursed, then they will give the money back to MedSoc.</p> <p>CB: have you looked into alternative lunches? Yes, had been hoping to source free lunch but were unable to do this. Bagelman has offered discount</p> <p>CW: how did you come to the price of the ticket as £15? Keeping prices down to attract the maximum number of students. Also feel as though the conference isn't about profit</p>	



		<p>but about education</p> <p>AM: how are lawyers without borders helping? 25 people on committee: if each gets 3 people to come, takes numbers to 100. Large outreach from lawyers</p> <p>AP: is law society funds donating? Can you approach law firms in Brighton for sponsorship? Been difficult to get it, as it is mainly a MSF conference (with medsin) – reaching out to medsoc. Still looking at other funding.</p> <p>Cost of evening dinner and lunch is higher than the earlybird ticket. Medsoc funding seems to be subsidising the meal Have MSF considered raising the money through bake sales? Understand that it is tricky as all 3 societies are charities.</p> <p>£750 is a larger amount requested by most societies – Asked MSF to think of raising money opportunities. Treasurers to look at funds also</p>	
3.2	HWTB	<p>Meeting on Friday with Chelsea to debate food options. Non-alcoholic = £10 less Sorted photobooth, centrepieces. On target budget-wise.</p>	MH/LC HCR/FK
3.3	Online payments	<p>Treasurers haven't set up worldpay for new bank account. Want to use fixr as it's easier for online payments, instead of wristband sales eventually. Easier – goes into an account, no scanner etc. Cost is passed on to the customer. No card machine, all done online. Committee feel it is best to also have the worldpay account, and use that for bigger payments such as Grad Ball, Freshers wristbands. Treasurers to create new worldpay account.</p>	MH/LC
3.4	Winter ball payment	Total medsoc spend: £563. Discrepancy of £267, intended to make up for it with socials this term.	CB/ES
3.5	Refreshers	Currently £220 profit, expecting more single tickets bought from second years later in the week. Collaboration with phase 2 for Friday is going well.	DT/KC
3.6	Nutrition society	New society application – Luke Buckner, nutrition society. 'nutrition is not focused on enough in our curriculum so want to hold talks in the area of nutrition – for interest and from clinicians with clinical advice', and hold practical sessions in how to advise on nutrition. Unanimous yes. Societies to contact them.	AM/DR
4.	Any other business		



4.1	MSF	<p>Can they not apply for funding from the med school? med school wants a year long breakdown of expenditure for all MedSoc events. Issues raised with funding coming entirely from MedSoc, nothing from the Law societies.</p> <p>Decided that we will fund a maximum cost per MedSoc attendee OR a maximum food amount. In addition, would be a good idea to set up limits on what money can be spent before requesting funding. MSF have enough money to cover the conference in their account, but this may be needed to be given to charity. Need to implement objective criteria for conference funding.</p> <p>MSF options?</p> <ul style="list-style-type: none"> - Law society funding - The Mesmerist dinner - We are going to give them £300 – 	JB
4.2	Grad Ball	<p>At Stanmer House. Deposit has been paid. 17th June. Tasting is on Sunday 15th. No deposit but have found a band - £1150, could get another singer for £200. Max Langron(?) will photograph – did previous grad ball. Taxis will be arranged on Friday in the third year rep meeting. £60pp to venue. 2 welcome drinks, 3 course meal, half a bottle of wine, glass of toasting, drinks token, teas/coffees. Security will be in addition; debating 1 for free. If we can find a better deal than Stanmer will match it. Fifth year reps were intending on buying another drinks token and including it in the ticket price. Photobooth has been paid for, haven't met with entertainment yet. Need to arrange party favours. Buying gifts for the staff – Nicky Gainsborough and clinical skills team so this will be a cost. Looking at ticket subsidies for those with bursaries/who may struggle to come. Discussing with Brighton finance, student support, Medsoc members: £70, non-medsoc: £80 Including sponsorship and fundraising gives total income £21,700 Expenditure: £21,000. Requesting £4000 from MedSoc. Wesleyann definite sponsor, MPS – want to raffle off tickets from those who have signed up for their tickets.</p>	AP/Mho
4.3	Storage	<p>Some boxes in USSU storage place. JB wants to know where things are. AP has books, banner, tablecloth, sports day equipment. CB has Lucozade.</p>	JB
4.4	Appraisal	<p>JB wants to chat with certain members of committee – treasurers, socials, sports, societies, fifth year reps to get updated.</p>	JB

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4.5	Colours	<p>AP met with Dr Wright to discuss. Initial plan was 4th year, but has been decided that it will happen at Grad ball, Graduation or Tea Party (occurs after graduation with Sussex). In recognition of sports, and those who have gone above and beyond in terms of extra curricular (?)</p> <p>There are awards that the dean gives out, which should either not overlap at all or encompass.</p> <p>Aim would be for the whole school to nominate: achievement, effort, impact and innovation. Hoping to get funding from the school for this, possibly from MedSoc too. AP suggested that committee includes president, 3 members of MedSoc committee (inc sports, society), 3 members of faculty</p>	AP
5.	Date of next meeting	Mon 16 th Jan?	

Minutes taken by HC