



# Minutes

Monday 24<sup>th</sup> September 2018 – 6pm, BSMS Medical School Building Uni of Sussex

**Present:** Cal Barnes (CB), Alex Nye (AN), Farazi Virk (FV), Rabiah Neerahoo (RN), Dasha Pospelova (DP), Zahra Khan (ZK), Maya Berger (MB), Alex Ransome (ARa), Ava Rietdyk (ARi), Ollie Pentz (OP), Danny Ray (DR), Fran Lockyer (FL), Bradley Stewart (BS), Candice Rademaker (CR), Luke Pritchard (LP), Cal Kenny (CK), Fergus Wilkie (FW), Mo Shahin (MS), Rebecca Gill (RG), James Lee (JL), Vivien Ngo (VN)

**Apologies:** Mohamed Yusuf (MY), Sue Sivathas (SS), Dan Sims (DS), Harry Cross (HC)

**Absent:** Wes El-Mahmoudi (WE), Henry Graham-Rack (HG)

	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 14 <sup>th</sup> September 2018 were approved.	
3.	<b>Matters arising</b>		
3.1	Advertising Rules	<p>Carried on from previous meeting. Proposed that FL could draw up a formal format message that would be sent to anyone who wrongly advertised on the MedSoc Facebook page. Many agreed the importance of drawing up a blanket rule. CB proposed that anything outside of MedSoc (including societies) must go through FL for approval. All agreed. MS: need to make sure students don't end up missing out and ensure that BSUH can freely post. All agreed importance of making a fee affordable if used. Agreed to discuss this with other Medical School societies at the conference. Voted on what to do:</p> <ul style="list-style-type: none"> <li>- No policing = 0 votes</li> <li>- All posts through FL and paid for = 0 votes</li> <li>- All posts through FL. If charged external, then requires a set fee = 13 votes</li> </ul>	
	Freshers Fair Debrief	<p>All agreed that this year the set out of the room was better. DR: that construction work made it a bit difficult to set out. FW: Good that the fair wasn't separated into as many rooms. ZK proposed for the next year to have more signs available.</p>	

Minutes

Monday 24<sup>th</sup> September 2018 – 6pm, Seminar Room 4 AEB



	<p>Freshers Debrief</p>	<p>Uptake of stalls was good. Anaesthetics was the only society not represented – hadn't replied to messages previously regarding this or for booklet. RockSoc late minute addition as now running and Bless (CMF). ZK informed that she had spoken to treasurer of rocksoc regarding if they are set up with USSU. Neurosoc also struggled to be contacted. AP ZK to check in with them. AP FV checking to see all societies have filled in necessary forms. CB: stickers next year require more communication between societies reps and the school office. Societies reps need to take on more responsibility to make sure they are given out, printed and freshers understand their use. Possibly also need enough stickers for all stalls so freshers aren't limited. MedSoc should be able to fund if office can't. Also, some societies weren't aware of stickers. CR suggested to do a post regarding this. The medical school did give out pencil cases. CB: could MedSoc do this instead at welcome weekend.</p> <p>Sussex difficult to contact regarding brunch. Regarding Friday's event, counting people in became difficult. AP: next year, should have someone ahead specifically to count people in. CB made tally at 143 and coalition charged £1 each. AP: DP ensure that there is someone counting every person in at the entrance. Also, locate clicker. Speak to Ellie, Iain and Harry Cross to locate. If not, use an app on phone. Events all went really well. Made approx. £7600 profit from freshers which was a significant rise from last year. Regarding Thursday's quiz, Sussex had double booked the room however it worked out. Next year, could work out a better arrangement with ISoc for bowling. Wednesday's turnout was worst all week. AN suggested to have Wednesday night off as most freshers seemed to do that. Could move toga to another night. 16 went to bowling who also had the wristband. AP: be more on time to pryzm events in the future as manager said if late would charge double. Overran by 15 minutes due to miscommunication. Ensure more confirmation in future. LP: football match was also on Wednesday night, so music couldn't go on at walkabout as commentary had to be on. Different day e.g. Thursday could be better. Important to ensure more policing of wristbands. AP: next year, have someone at every event checking wristbands. ARi: could do a treasure hunt around town for RAG in freshers. RAG awards could happen in brunch and do the treasure hunt after or in the evening of the Saturday.</p>	<p>ZK: to check in with Neurosoc</p> <p>FV: checking to see all societies have filled in necessary forms</p> <p>ZK: stickers require more communication between societies reps and school office. Responsibility to make sure they are printed, given out and understood. Also, ensure there are enough. Post on FB regarding sticker use beforehand. MedSoc to hand out pencil cases during welcome weekend.</p> <p>DP/SS and Freshers Reps: Ensure someone specific to count people in at all events.</p> <p>DP/SS locate clicker or download app for counting people in.</p> <p>Freshers Reps: better communication with Sussex and ISoc</p> <p>Fresher's Reps: Look into changing toga night to another night.</p> <p>Freshers Rep's/DP+SS: Ensure prompt to Pryzm events and confirmation of timings.</p> <p>Fresher's Reps: Specific person to check wristbands at all events.</p>
	<p>Reimbursement of Sports Night Captains</p>	<p>£96 spent on drink towers between LP, MB, FW and George Upton (Tennis Captain). Bought these based on feedback from previous years. Sports Reps had messaged sports captains</p>	

Minutes

Monday 24<sup>th</sup> September 2018 – 6pm, Seminar Room 4 AEB



		<p>about paying £8 each. AP: In future years, sort out payments prior to events. AP: LP and MB to keep MedSoc updated regarding captains.</p> <p>Also, Walkabout has agreed to sponsor MedSoc £1400. £1000 probably to go to sports. Agreement based on 2 events per term and logos on kit.</p>	<p>LP + MB: keep MedSoc updated regarding captain payments from toga night.</p>
MLA Meeting		<p>Med School has messaged CB inviting him to a conference in London. Requires 1 other student. Travel expenses and lunch included. Those interested include DR, CK and AR.</p>	<p>Coordinate with CB if interested in attending MLA meeting.</p>
RAG Surcharge		<p>ARi enquired about if possible to include optional RAG donation on fixr. CB: can't add something but happy to set up a separate ticket option.</p>	
KT Social		<p>ARi: RAG has lots of Christmas hats that it is interested in selling for the 2<sup>nd</sup> year KT Social if it were to be Christmas themed. AP: ARi and DP to work together on this.</p>	<p>ARi + DP to work together on 2<sup>nd</sup> Year KT Social.</p>
Non-Alcohol Events		<p>AN: lots of students enquiring about what non-alcohol events are available to them. Feedback from freshers included that the quiz was good. AN raised possible issue with pub golf that although it was good having a non-alcohol option, can still be an issue for those who feel uncomfortable in pubs and clubs. DP thinking of bowling however has already been done. Ice Skating also planned. RAG happy to plan something. UV dodgeball, a komedia night and crazy golf were suggestions. AP: DP to enquire about these. AR has been speaking to ISoc and has been sent lots of ideas. AR thinking of having meeting with non-drinking societies to discuss inclusion needs. BS says that it is important to include non-drinking event information on student central as some freshers didn't have Facebook to see this information. AP: Next year freshers reps to ensure information regarding non-alcohol socials is uploaded to student central. AP: AR to carry out meeting. AP: DP + SS to bring back a non-alcohol social calendar to next meeting.</p>	<p>DP + SS: contact UV dodgeball, komedia and crazy golf centres regarding non-alcohol socials.</p> <p>AR: to meet with societies to raise awareness of inclusion needs.</p> <p>Freshers Reps: include non-alcohol social events on student central to ensure all can access.</p>
Membership Card Re-Format		<p>Difficult to check cards. Even more difficult to check seen as MedSoc have gone cashless so even if a replacement for cards was created there may be little reason to invest time and money in it. AN happy to just check for MedSoc events that all involved do have membership on the master spreadsheet (conferences and balls).</p>	<p>DP + SS: bring non-alcohol calendar to next meeting.</p> <p>AN to check MedSoc memberships for all conferences and balls.</p>
Treasurers Voting		<p>All voted in confidence. No votes of no confidence.</p>	
Medical Art Society Funding Pitch		<p>Pitched for money for conference on 6<sup>th</sup> October. External funding (Anatomical Society UK) unavailable just now as 3</p>	



	Petrol Reimbursement	<p>more had applied. To hear back if still eligible on Friday (28/9/18). Projected to sell 30-60 tickets. Society members will be charged £8, MedSoc £10 and External £12. Catering is to cost £260. Travel expenses for guest speakers £80. £75 materials and printing costs. Merchandise to cost £150 (designed by medical students and sold for profit to charity Naya Qadam). Applying for £325 funding from MedSoc. MedSoc agreed that they are unable to fund this much with no ticket sales but happy to spend the £150 society budget on merchandise via invoice. Advised to use Fixr rather than Eventbrite due to decreased surcharge fees. As money will be available after event, will have to privately fund food and reimburse selves.</p> <p>AP: Medical Art Society to be invited back to the next meeting to update on situation and apply for further loan if required. AP: Medical Art Society to send invoice for merchandise and MedSoc to pay out of society funds.</p> <p>Proposed that those who drove to Bestway's (FW and ARi). Medical school policy is 45p per mile. AP: FW + ARi to work out mileage (google map routes and send on a word document to CB).</p>	<p>To use Medical Art Societies' £150 society fee via invoice to pay for merchandise for conference.</p> <p>Medical Art Society to be invited to next meeting on 3/10/18 to update on situation and apply for further loan if required.</p> <p>FW + ARi to work out mileage and send to CB</p>
4.	<b>Any other business</b>	<p>Notify RG if able to host people for the National Medical School Conference.</p> <p>Won't be charged BSMS MedSoc to come to the conference.</p> <p>If wanting to go to the conference evening ball, ticket will be £35 approximately. More information at a later date.</p> <p>G-RAG Planned at Walkabout.</p> <p>Grad-Ball Pitch moved to next meeting.</p>	
5.	<b>Date of next meeting</b>	3 <sup>rd</sup> October 6pm Location TBC	