



Minutes

Friday 9th October 2015 – 11:00, Room 1.09 BSMS Teaching Building

Present: Alec Saunders (AS), Ayesha Raheem (AR), Daniel Sims (DS), Dom Lowcock (DL), Fraser Kenny (FK), Harry Cross (HC), Henry Graham-Rack (HG), James Lee (JL), James Willans (JW), Phillipa Wright (PW), Rachel Wilson (RW), Ruairi Conway (RC)

Apologies: Alex Parr (AP), Gemma Hawkey (GH), Jenny Scott (JS), Jonathon Stone (JS), Lauren Clark (LC), Louise Woollen (LW), Mani Jayamurthy- (MJ), Matt Burton (MB), Meggie Sambrook-Smith (MS), Neil Calderwood (NC), Nick Greenslade (NG), Ravi Mani (RM), 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 Friday 2nd October 2015 were approved.	JW
3.	Matters arising		
3.1	Medic kit and debt (AS)	<p>Sports reps met with Brighton sport and paid the debts for Cricket and tennis. Still need to pay the individual sports captains. MedSoc to subsidize the debt so that it does not all come out of the MedSport account.</p> <p>Sports captains are requesting funding for travel and equipment. Sports reps to look into this with Brighton, however in the past the teams have paid for their own travel expenses. They are currently receiving kits, and MedSport are paying for entry into competitions and leagues etc. and there are currently no funds to pay for this.</p> <p>Off field kits sold poorly in previous years, so to figure out how much money to ask for sponsorship from club rep.</p>	<p>AR and AS</p> <p>AR and AS</p> <p>AR and AS</p>
3.2	Winter ball ticket sales time line (JW)	Social secs to contact the events contact at the Hilton. Sorting out the cost of tickets and there are still costs such as decorations and musical entertainment which are yet to be included. Social secs to give a complete breakdown in next meeting.	HC and FK



		<p>For entertainment, we could ask a society if they would be interested to perform.</p> <p>Fraser to get the tickets printed, and to update us on costs. 300 to be printed. To sell tickets from week 5.</p> <p>Need to ask for invoice from the Hilton for Winterball and Grad ball so that we have reference numbers etc so that deposits can be paid.</p>	<p>FK</p> <p>RC and RG</p>
3.3	Twitter advertisement (JW)	If anything is happening such as events etc, to send information to DL and he can forward it on. It was suggested we use the twitter to thank promoters to keep good links with them. Not to use for promoting nights out.	DL
3.4	World pay zinc (DL)	This can be used for taking card payments. It uses an app on a phone and we get a card reader. There is an upfront fee for the card reader, and it will cost a monthly basis to keep it and it will cost 1.95% of each transaction. We can cancel subscription for when we are not using it. It would be more essential for large costs such as Winter ball, weekly wristbands and membership sales.	RC and DL
3.5	BSMS Instagram (PW)	Suggestion of an Instagram, a really popular idea. PW has offered to take this responsibility. To use for posting things such as pictures of socials, best outfits, society events. Can link to twitter, then all posts will post to the twitter account.	PW
3.6	D-RAG (DS)	<p>Update on the event: There was a discussion on price and It was decided that the tickets will be £5. It will be on the Friday 23rd October at Vodka Revs. We have exclusive access to the upstairs room. Offering us free entry.</p> <p>Count down to D-RAG using photos of last year. DS to ask for permission for all photos.</p>	DS
3.7	Year group list on student central (JW)	JL to email Liz to find out if we are actually responsible to do it, or if the medical school need to do it.	JL
3.8	Committee roles rundown of last few weeks (JW)	To do a short run down of what each member has done to catch AP up on what has been happening.	ALL
3.9	Starting first year rep positions	Discussing for phase reps for societies, whether or not AGM's need to happen to be able to change the constitutions	DS
3.10	Societies Committee	The representatives that put themselves forward for USSU society have been made to take down the nomination and re-nominate as a singular person.	HG

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4.	Any other business		
5.	Date of next meeting	Tues 20 th October. AEB. Room tbc	

Minutes taken by JL