

PG Society Committee Meeting

Date: 15.05.2015

Time: 13.30

Location: Main Bar (Union)

Present: David van Brussel (PG Society President), Mattias Eken (Treasurer), Scott Schorr (Ball Convenor), Aline Heyerick (PG Society President-elect)

Absences: Tim Hewlett (Publicity Officer), Horizonz Zhang (Events Convenor), Alison Holiday (Secretary), Brianna Vandrey, Ondrej Hajda (DoRep), Fay Morrice (DoSDA)

1. Approval of last meeting's minutes

Minutes were approved.

2. President report

People have been contacted to book the Walled Garden for the BBQ event in July, David will forward the correspondence to Aline so she can be up to date.

David will not be present for the committee meeting next week. The meeting will still be happening, and Aline will prepare the agenda and take over as chair for the week.

3. Treasurer report

Mattias is sorting out several ball-related cheques for Scott, including Janetta's and Tilted Frame Photography. The budget meetings for next year will happen in the last week of May. Mattias will propose several dates on the committee page. The committee will aim to get the budget done by early June. Aline will get Treasurer training sorted with Jillian.

4. BBQ event

David has booked the Walled Garden, but no confirmation has been received. Aline will contact the Albany Park postgrad rep to ask about possibly using their barbecue equipment.

5. Summer Ball

We are waiting to hear back from several people: Dervish, lighting company (about operator cost), tilted frame (about requested props), Janetta's (about questions asked), University Conferences (about Younger Hall venue questions), license confirmation.

Jillian wants us to ask if the janitor costs are included in the venue contract.

We need to set up a meeting with Bruce Turner about drapes. We want to have a look at what kind of draping is available. If it is not what we want, the committee would prefer to hire over purchasing our own fabric. Scott will contact the fire safety people about drapes and other decorations.

Swing soc has confirmed around 5 postgrads will be able to attend the ball. Scott will contact Swing and Jazz societies from other Scottish universities.

Once we've received a status update about the availability of tables at Younger Hall, we can contact St Leonards to ask for assistance with this.

Winter graduation ball: Scott will email the Old Course to request booking the venue for Monday November 30. We need to make a plan/initial budget to get the deposit for the venue cleared.

Once we have confirmation of some of the ball extras (prosecco, janetta's, etc.) we will have another publicity push, advertising these features.

6. AOCB

The next event is the start of summer social. The committee members will think about anything special we could do at the event to increase turnout.

Date of next meeting: 22.05.2015