

Postgraduate Society Committee Meeting

4th of November 2015, 17:00

Students' Association, Society room A

Present: Aline Heyerick (Postgraduate President), Mattias Eken (Treasurer), Chris Carroll (Ball Convener), Tim Hewlett (Marketing Officer), Stephanie Pambakian (Secretary), Luke Shaw (Events Convener), Flora Pauer, Laura Staffini.

Absent: Tania Struetzel (Postgraduate Convenor)

1. Approval of Minutes: Last week's minutes were approved.

2. President's report: The invites for Graduation Ball have been sent to graduands and 170 tickets have been sold so far. On November 8 the sale will be opened to everyone else and a Facebook event will be made. RAG Week social is confirmed for 2nd week of next semester, the chosen venue is Beacon Bar. The event will be free but with suggested donation. Friday of next week, at 3pm there will be a meeting at the Students' Association (Soc room A) with Tamara from St Leonard's College, to arrange the details for St Leonard's dinner, which will take place on the 11th of Feb.

3. Convenor's report: The convenor was not present.

4. Treasurer's report: For Graduation ball there is an estimated budget of 1000 £ for the decorations. Laura has calculated to need about 500 to 600£, without professional lighting.

5. Bonfire: The wood will be delivered at 19:15. PG soc will pay 60£ and then receive 50% back from the Equal Opportunities - Mature Students. In case of bad weather the fire will be postponed.

6. LGBT+ Social: Sandy will provide 12 bottles of wine for 96£ for the night. LGBT+ will pay 50%. The social event will take place on the 12th of November at 19:00 at the Main Bar of the Students' Association.

7. Wellbeing Social: Wellbeing reps have agreed to come with an information stall/flyers. White printing paper and origami paper (200 colour sheets) will be ordered for making paper snowflakes and origami. Stephanie will ask CraftSoc if we can borrow scissors to avoid accumulating unnecessary material for PG Soc. Laura suggests providing mobiles to hang origami nicely. Knitting and crocheting can still be encouraged at this event.

8. Laser tag: PG Soc booking is confirmed for Friday the 22nd of January, 19:30 to 21:00, for 24 people. The total cost for the game should be 216£ (including the 10% student reduction). Luke will anticipate the 65£ deposit, and the bus hire will be arranged with Fisher. Tickets for the event will be sold in January.

9. Ceilidh: Aline booked the band and the venue (at the Students' Association) for the 26th of February. A band of 5 musicians will cost 330£ and the venue is free of charge as long as we do not request the bar *in loco* to be opened.

10. Alumni weekend event: This event will be scheduled for Mid-April. Luke proposes to organise a gin-tasting.

11. Grad Ball: The Chocolate fountains will be confirmed once deposit is paid, and Mattias will take care of it. Candy floss machines are also going to be available, but we need to find who will operate them on the

night. Katie (Charity PG rep) offered to do it and to find volunteers for this, and asks for a 100£ donation for charities. Sugar could cost up to 30£. Machines and other material (such as decorations) will need to be transported. Mattias could drive a van if we find one, and Luke offers his car. Wristbands have been ordered. For the venue, 2 6-foot tables will be set up for the buffet. Canapées will be purchased for 500£, 2.50£ each. Welcome drink has to be rejected for its high cost of 35£ a bottle. Chris is waiting for replies about audio, but his and Laura's proposals on lights has been approved unanimously. A cold cue of blue will be dominant while gold fairy lights will help create a snowy forest atmosphere. The main decorations will be painted branches and PG Soc members will go on branch-collecting expeditions. Extra lighting will be provided for the DJ set.

12. AOCB: No other competent business was raised.

Next meeting will take place Wednesday November 11, 17:00, Society room A