

PG Society Committee Meeting

Date: 18.9.15

Time: 13.30

Location: Committee Room (Union)

Present: Aline Heyerick (PG Society President), Alison Holiday (Secretary), Mattias Eken (Treasurer), Scott Schorr (Ball Convenor)

Absences: Tania Strützel (PG Convenor), Brianna Vandrey, Tim Hewlett (Publicity Officer), Kyle Blain (DoSDA)

1. Approval of last meeting's minutes

Minutes from 4/9/15 and 27/08/15 were approved.

2. President's report

Aline broke down the feedback for Freshers' Week as follows:

Monday social – the social was well received. In future we should aim to spend more money again for wine as it was very popular and we ran out before everyone arrived.

Safari – had a good turn out. All winners now have their vouchers. It works as it is, so we shouldn't change it.

Picnic – the beach was nice but a bit cold. A different location in future would be good e.g. castle sands or lade braes park.

Bonfire – was very popular. Bigger logs would have been good and snacks such as marshmallows to give out.

DRA wine and cheese – the chocolate fountain made it very popular. Costs £300 (they paid for) but something for us to consider for future events. They owe us £100.

Freshers' Fayre – calendars weren't as popular this year. Tania suggested we provide them at CAPOD inductions instead.

Further to the above the bus trip and Gala have sold out and the Sunday PG has been sorted.

3. Treasurer report

Mattias has sorted out money for the Gala. It is going to cost us £1325, although this may change slightly it will still cost no more than last year. We have made £2450 from selling out. He has a cheque for £1500 due to be paid to the hotel today, which he will deliver after the meeting.

Aline asked if we can have an overview of Freshers' Week costs. Mattias has asked for a copy of the accounts as they currently stand so he can compare it to the figures he has. He will make the overview once he has this. The budget is currently good.

4. Bus Trip

The bus trip has sold out. We sold 45 tickets and kept 5 back for committee. Mattias is the group leader so gets a free ticket. There are lots of people who still want a space. We could let them show up on the day and if there is a space because other people don't come they could take it.

We have to pay by cheque upon arrival at Glamis so if everyone doesn't show up we still have to pay the full amount, as the cheque has to be signed by people at the Union.

5. PG Gala

Aline has been asked for a waiting list for the Gala, however this seems like a complicated process on our side as we would then have to refund anyone wanting to not go anymore and reallocate them to the next person on the waiting list. This means we would have to put a stop to anyone selling their tickets on directly. It was decided not to make a waiting list.

We are going to ask the Hotel if they provide or have any suggestions for table decorations.

We have 20 free tickets, 17 of which have already been allocated to members of the committee, Students' Association and guest speaker. For the remaining three the following people were suggested: Provost, Principal, Rector, PGR/PGT from CAPOD. The first three will be invited first and we will reassess whom to allocate them to based on their responses.

6. EGM + Social

The EGM is on Thursday 24th September at 6pm in the Committee room. Aline will give her report then positions will be elected in the following order: Ball Convenor, Events Convenor, Secretary. We will hold a social afterwards. Aline will contact Sandy about using the Union at 7pm for this.

7. Movie night

We have been given £400 from St Leonard's College to show the PhD movies (piled higher and deeper). The estimated cost for showing both movies is £700 so we need to find £300. This event is good for research student outreach, however the financial implications make it tricky. We could ask St Leonard's if we can just have the money for the first one to gauge interest in the second one.

8. Raisin event

On Raisin we are going to host a tea party which may have a charitable element. We could sell cake per slice but would need to do the baking ourselves. This would need to be checked out for food safety related issues. In terms of providing tea if we can get the big thermos dispensers from the Union and provide own tea bags we just need to source enough cups.

Further it has been suggested that we bulk buy shaving foam and sell it on the Friday/Saturday before Raisin in order to raise funds for future events. Mattias will look into purchasing and then we can figure out a price. We could get permission to sell it either outside the Library or the Union.

Another potential idea is to sell packs of raisins.

9. Any other competent business

Scott has been contacted by the Careers Centre with regards to a postgraduate event during Enterprise Week (5th Oct – 11th). They have offered us a slot on the Saturday 10th at 2pm. Scott has suggested we could host a round table discussion about funding for start-ups with a guest speaker. Scott will write a formal proposal for next week. To be done: make a FB event and find speaker/leader.

Date of next meeting: 24.9.15