

PG Soc Meeting Minutes

Date: 24/5/16

Present: Aline Heyerick (President), Chris Carroll (Ball Convenor), Alison Holiday (Development Officer), Mattias Eken (St Leonards Liason Officer), Euan Grant (PG Academic Convenor), Stephanie Mavlan (Marketing Officer), Lauchlan Hall (President-elect) Flora Pauer (Events Convenor), Jennifer Bre (Member w/out portfolio), Maria Staffini (Treasurer), Brianna Vandrey

Absent: Scott Schorr

1. Approval of minutes

- Minute approval postponed until next week (31/5).

2. Presidents report

- Bus trip details have been passed on to Flora.
- Details for budget meeting are available on Dropbox. Any edits must be complete by June 1 (official hand in date).

3. Convenors report

- PG Executive Forum:
 - No date set.
 - Met with Ilaria: waiting to hear back from Dean of Arts & Sciences.
- PG & Debate Soc Event:
 - Met with Tamara: Interested in running a collaborative event between PG Soc, Debate Soc and St Leonards next year. Could possibly include Provost.
 - Committee generally thinks this is good idea!
 - Need to determine topic & decide on format (could use union debate format).
- Tania (former PG Convenor) has gotten in contact.

4. Development Officers Report

- PEG Meeting:
 - Date is set.
 - PGT pro-dean invited and accepted, awaiting response from PGR pro-dean, who has also been contacted.

5. Treasurers report

- Balance is +989.52 pounds (as of March)
- 42 tickets sold for bus trip to Dunnottar.
- 63 tickets sold for Wonderland Ball.
- Treasurer training is scheduled for next Wednesday (1/6/2016).

- Invoice received for ice cream & ceilidh band, should be processed next week.
- Union funding:
 - PG Soc cannot access Union funding unless all self-generated income is spent by 31/07. This is a problem because a) the majority of PG Soc income is from summer events (eg. ball) and b) it encourages irresponsible use of money.
 - We should organise a meeting with finance to discuss alternatives.
 - Unknown by committee whether other sub-committees access their Union funding: Euan will ask Debate Soc whether they have access.
- Budget for 2016-17 is available on Dropbox.

6. Co-option

- Brianna co-opted as secretary, no objections.
- Sabb present: Kyle Blain

7. Current bus trip (Dunnottar, 28/5)

- 42/48 tickets sold
- Committee members attending: Steph, Lachlan

8. New bus trip (Melrose Abbey & Abbotsford house, 18/6)

- Flora has a quote for 50-person coach
- Abbotsford house: People can pay individual entry to tour the house or the gardens. Individual concession entry is cheaper than a group entry fee.
- Bus drive will be 2-2.5 hours. Bus will leave St Andrews at 8:30 AM to arrive at Melrose Abbey around 10:30/11 AM.

9. Tea Party

- Old Union Diner: Tony will inform PG Soc whether it is available as a venue by the end of the week.
- Cottage Kitchen might be an alternative.
- Chris will explore alternative venue options.

10. Summer Ball

- Timeline will be available on Dropbox after meeting with events and times. Committee members should add availability to timeline.
- Cloakroom: Charities can provide rails, but not staff. Chris has contacted Katie to see if there is anyone else who might be available over the summer.
- Cakes: Cottage Kitchen will provide 8-10 large cakes + jars of edible goodies, including vegan and gluten free options. Cottage Kitchen will not provide staff.
- Jobs: We need roughly 10 people (cloakroom, cakes, floor etc). Chris will create a list of jobs, we can offer discounted tickets (5 pounds) to individuals willing to help out for 2-3 hour shifts.
- Mini-golf: There are affordable options, Lachlan will post these on Dropbox.
- Tables: Gordon's cater hire provided tables last year. University also might be able to provide tables, Alistair (security manager) is the relevant contact.
- Advertising:
 - Steph will contact Rachel about union advertising

- Steph will hang more posters around campus
- Wider advertising: should advertise the ball the UG students staying over the summer, other university groups such as commuting and evening degree students (head of tutors or widening access officer might be a good contact), and possibly post-docs.
- June dates for making decorations are on Dropbox: committee should check their availability.

11. Workshop:

- Some ideas for events from submitted feedback:
 - Lots of interest in active activities: Catch the flag, catch the flag in fancy dress, Frisbee
 - Interesting in Wellbeing activities: Massage courses, rent-a-puppy
 - Speed-friending: 'Anything but research'
 - Pub quizzes: Staff vs Student, encourages interaction between different subjects
 - PJs / 'Slumber party' social
 - White tie vs Onesie social
 - Glow in the dark tag
 - Media based: Guitar hero or Star Trek marathon
 - Pub crawls: Pub golf or pub tennis
 - Cocktail night
- Hall sports: Active events could be put together with hall sports, Lachlan will contact AU Sabb or it could be included in the PG agenda

12. AOCB

- PG Gala: Mattias met with Tamara, St Leonards is willing to help pay for the Gala, and it can be thrown as a collaborative event between PG Soc and St Leonards, similar to the St Leonards dinner.