

## Student Activities Executive Committee Minutes – Meeting 1

**Date & Time:** Tuesday 2nd November, 12pm - 1pm

**Location:** SU Meeting Room 3

### Attendees:

- Ed Fairey (EF)
- Charleigh Kunzmann (CK)
- Martha Meara (MM)
- Megan Ballard (MB)
- Gina Perry (GP)
- Jenny Beech (JB)
- Raiyan Hossain (RH)
- Amandeep Singh (AS)
- Mike Kay (MK)
- Ryan Narewal (RN)
- Rachel Smith (RS)
- Annas Mazhar (AM)

### Excused:

- Nadine Al-Kudcy (NAK)

### Agenda:

1. Introductions – discussion of roles and expectations of SA Exec
2. What does each role want to achieve during the year on SA Exec and what group target do we want to set for our legacy?
3. SA Christmas Dinner and AU Ball Updates
4. Club and Society Rep Allocated Groups
5. Club and Society of the Month
6. Alumni Memberships and Live Streaming
7. Commonwealth Games Projects
8. Events on Campus and Processes
9. SA Exec SU webpage and Clothing
10. Any Other Business or Questions

### Minutes

Item	Discussion	Action Points
1.	<b>Introductions</b> <ul style="list-style-type: none"><li>- Clarification of roles</li><li>- No general interest's society rep currently elected</li></ul>	
2	<b>Achieve and Legacy</b>	<b>All</b> - decide on one thing to achieve in role and legacy of this committee
3	<b>3.1. SA Christmas Dinner</b> <ul style="list-style-type: none"><li>• 2 options – 1. 3-course sit down meal £15 max 60/ 2. Buffet style £13.50 max 100</li><li>• Proposed alternative – SA Christa Party? Rebranding: finger food, games, photobooth etc</li></ul>	3.1 <ul style="list-style-type: none"><li>• <b>JB &amp; AM</b> – find potential sponsor</li><li>• <b>MM, MB, RH, AS</b> – gauge interest from clubs and</li></ul>

	<ul style="list-style-type: none"> <li>Remember inclusivity – after event? To avoid making a drinking event for non-drinking members</li> <li>Not external catering but order out e.g. pizzas – preference for pre-used – could increase capacity</li> <li>Separate event for academic (networking) and faith (no alcohol) socs - “end of term”</li> <li>To find: 3 consecutive days (3<sup>rd</sup> Dec)– set ticket price – find external food (dominoes) – find external prices</li> </ul> <p><b>3.2. AU Ball</b></p> <ul style="list-style-type: none"> <li>29th Jan provisional date</li> <li>3 possible venues –             <ul style="list-style-type: none"> <li>Edgbaston 540-600 £35</li> <li>Eastside Rooms 650-700 £25 or £35 menu based</li> <li>Villa Park</li> </ul> </li> <li>Biggest one yet - 2 years missed, allowance for alumni</li> <li>Each member to find raffle prize in exchange for free ticket - closer to time</li> </ul>	<p>societies for A christmas/ end of term party</p> <ul style="list-style-type: none"> <li><b>MK &amp; RS</b> - talk to commercial regarding capacity, dates, external food, what is plausible decoration/entertainment wise</li> <li><b>AM &amp; RN</b> – get contacts to clubs and socs</li> </ul>
4	<b>Club and Society allocated groups</b>	<b>MOVED TO NEXT MEETING</b>
5	<b>Club and Society of the Month</b>	<b>MOVED TO NEXT MEETING</b>
6	<b>Alumni Memberships and live streaming</b>	<b>MOVED TO NEXT MEETING</b>
7	<b>Commonwealth Games projects</b>	<b>MOVED TO NEXT MEETING</b>
8	<b>Events on campus and processes</b>	<b>MOVED TO NEXT MEETING</b>
9	<b>SA Exec SU webpage and Clothing</b>	<b>MOVED TO NEXT MEETING</b>

### Action Summary

- All** - decide on one thing to achieve in role and legacy of this committee
- JB & AM** – find potential sponsor for Christmas Dinner/ Party
- MM, MB, RH, AS** – gauge interest from clubs and societies for a Christmas/ end of term party
- MK & RS** - talk to commercial regarding capacity, dates, external food, what is plausible decoration/entertainment wise for party
- AM & RN** – get contacts to clubs and socs to their reps