

Societies Council – Meeting Minutes



Date: 11/12/2017

Time: 14:00 – 16:00

Room: NH209

In Attendance:

Declan McGallagly (DM)	Chair of Societies Council
Jonnie England (JE)	Head of Membership & New Societies
Eilidh Fulton (EF)	Head of Communications
Daniel Hauck (DH)	Head of Hobby, Political, and Social Societies
Rachel Simpson (RS)	VP GSBS
Adam Crawley (AC)	Societies Co-ordinator (clerk)

	Agenda item	Person responsible
1	Welcome & Declaration of Interests Noted that JE is Chair of Student Voice DM is a committee member on Yoga Society, which is due to be activated	Chair
2	In Attendance & Apologies No apologies DM has stepped down from Head of Logistics and was elected as Chair of Societies Council	Clerk
3	Approval of Previous Minutes Noted that the date was formatted wrong – is amended. Approve: 4 Abstain: 0 Against: 0 Minutes Approved	Chair
4	Matters Arising from previous meeting Please see schedule below	Chair

5	<p>Policy Motions</p> <p>1) Activation of:</p> <p style="padding-left: 40px;">a. Korean Culture Society</p> <p>Council noted whether the name was misleading and needed to be amended. Council would contact the society and ask to meet to discuss and support the Society.</p> <p>Approve: 4 Abstain: 0 Against: 0</p> <p style="padding-left: 40px;">b. Music Society</p> <p>Approve: 4 Abstain: 0 Against: 0</p> <p style="padding-left: 40px;">c. Yoga Society</p> <p>Council discussed whether they should be a sports club. As this group was a society previously and the committee had not considered the option, it should stay as a society.</p> <p>Approve: 4 Abstain: 0 Against: 0</p>	Chair
6	<p>Societies Logo</p> <p>The Societies Council logo needs to be approved by Student Voice before the society can use.</p> <p>RS noted that there was a Societies Council's communication group – all council members have now been added to it.</p> <p>ACTION: DH to design logos and report back to council</p> <p>ACTION: EF to post poll with ideas in committee page and send email for feedback</p>	Head of Communication
7	<p>Deactivated account funding</p> <p>RS noted that when societies are deactivated, their account lays dormant and that money cannot be accessed by the Association. RS wasn't aware of the</p>	VP GSBS

	<p>legal requirements surrounding the absorbing deactivated society funds but suggested that it could come back into the societies funding pot.</p> <p>Council discussed what would be an acceptable amount of time to leave the societies funding before it is reclaimed.</p> <p>ACTION: RS to look into this further and report back to Societies Council</p>	
8	<p>Next trimester events</p> <p>Council discussed that they wanted to run several events next year to encourage members to integrate with each other and promote new societies and members. This included the following:</p> <p>Refreshers Silent Disco</p> <p>Societies Council Stall at Refreshers' Fayre</p> <p>ACTION: RS to book Societies Council Refreshers' Stall</p> <p>Council noted the success of the sub-crawl organised by Chess Club and would contact them again to see if they would be willing to organise another one.</p> <p>Council will discuss offline what they would like to do next trimester.</p>	Head of Communications
9	<p>Societies Council Radio Show</p> <p>JE suggested that Societies Council could host a radio show to promote societies, Societies Council, and events. Council are happy to take part in this.</p> <p>ACTION: JE to speak to Radio Caley to coordinate training and arrange show times</p>	Head of membership
10	<p>End of Year Awards – Societies Nominations</p> <p>AC informed societies council that the End of Year Awards will take place on Thursday 19th April in Re:Union Bar. There are three awards for societies, which are as follows:</p> <ul style="list-style-type: none"> - Society of the Year - Best New Society - Society Event of the Year <p>AC informed societies that they will be involved, specifically in choosing the Societies Awards Committee.</p>	Clerk

11	<p>Objectives and Priorities Review</p> <p>Council discussed their objectives that they set in September 2017. They are as follows:</p> <ol style="list-style-type: none"> 1) Increase member from previous years by around 10% 2) Promote a great sense of community – including integration with other societies, sport clubs, and the community 3) Ensure the transparency and accountability of council <p>Council will be taking several steps to continue with these objectives including:</p> <ul style="list-style-type: none"> - Hosting a stall at Refreshers’ Fayre - Consider investment in longer lasting promotional material, such as banners and posters - Move away from hosting events to creating encouragement for other societies to share theirs around with others - Incentivise or create a competition to encourage society membership - Working closer with Sports Council to host events and promote opportunities - Host a regular radio show to promote council and society events 	All
12	<p>Verbal Reports</p> <p>The following was noted:</p> <ul style="list-style-type: none"> - EF contacted each new society to welcome them and promote the Societies Council Beach Party - DM created a promotional video for the Beach Party - DH has invited previous officers to meet Societies Council - JE has met with several new society members to help them consider ways of fundraising for their society 	Council Members
13	<p>Date of next meeting</p> <p>Clerk will send round potential dates during Refreshers’ Week and will confirm.</p>	Chair
14	<p>AOCB</p> <p>AC mentioned the possibility of an end of year volunteering trip and asked Council to feedback and also gather feedback from Societies</p> <p>Dragons’ Den will be reopened before the next trimester with deadlines set for the end of January.</p>	

	<p>Information about Green Week funding has gone out.</p> <p>Societies Council is aware that the Student President is arranging meeting with the catering providers to discuss feedback. In the meantime, the survey previously issued with be recirculated with support from sport and media groups.</p> <p>Noted that RS will be going to London in Refreshers' Week and that she can promote the Societies Council.</p>	
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MATTERS ARISING

Action	Date of Meeting	Notes	Progress
AC to circulate minutes from 16th March 2017	29.9.2017		
AC to commence next steps to allocate funds	29.9.2017		
RS to arrange drop-in session	29.9.2017	In progress at time of meeting – now complete	
AC to include an update on the funding league and information about the drop-in session in the fortnightly newsletter	29.9.2017		
RS to meet with the Communications & Media Co-Ordinator to discuss best ways to communicate	29.9.2017	Discussions are underway – including planning a video	
AC to type up discussion on Dragons' and circulate for clarification and corrections	29.9.2017		
AC to create the application form for societies to apply	29.9.2017	In progress at time of meeting – now complete	
AC to arrange meeting in Week 5 for presentations	29.9.2017		
AC to edit and reactivate nomination form for Societies Council	29.9.2017	AC has activated – will provide update at council	
AC to arrange a meeting in Week 3 to finalise Dragons' Den procedure.	29.9.2017		
RS to inform relevant committees of attendance	29.9.2017		
AC to update website with photos	29.9.2017	AC updated website with info on societies council though not individual photos – need pictures from all council members	

RS to write blog around funding model and societies council	10.10.2017		
AC to circulate information about funding and drop in session	10.10.2017		
AC to arrange a review meeting for the end of Trimester A	10.10.2017		
JE to create powerpoint for drop in session	10.10.2017		
RS to discuss branding policies with staff	10.10.2017	RS will bring up at the next Executive Committee meeting – on agenda	
AC to update Societies Council page and include in society committee training	13.11.2017		
EF to promote through societies council social media	13.11.2017		
EF to book stalls in Campus Life Lounge	13.11.2017	Stalls were booked but they have been postponed due to other commitments – took place on 26.11.2017 - 28.11.2017	
JE to draft policy and meet with staff and officers	13.11.2017	Policy has been drafted awaiting consultation with staff	
DM to do a poll in the Society Committee page, and discuss with Sports Council and RS	13.11.2017		
DH to design logos and report back to council	11.12.2017		
EF to post poll with ideas in committee page and send email for feedback	11.12.2017		
RS to look into deactivated societies account funding further and report back to Societies Council	11.12.2017		
RS to book Societies Council Refreshers' Stall	11.12.2017		