

Societies Council – Meeting Minutes



Date: 25.1.2018

Time: 13:00 – 15:00

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
Adam Crawley (AC)	Societies Coordinator (clerk)

	Agenda item	Person responsible
1	Welcome & Declaration of Interests Noted that JE is Chair of Student Voice	Chair
2	In Attendance & Apologies RS submitted her apologies for the meeting	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	Policy Motions None	Chair

6	Deactivated account funding RS will provide and update to council	VP GSBS
7	STAR Awards – Societies Nominations AC walked through the nominations process and amended nomination form with feedback from council. AC will send round updated version of the nominations form and also circulate information.	Clerk
8	Reregistration of Societies AC explained the process for reregistering societies – Societies Council should be on hand to promote reregistration and the process.	Clerk
9	NUS National Societies Awards AC updated council on the NUS National Societies Awards, where societies are recognised across the country. There is little information available and AC will keep council informed of any developments.	Clerk
12	Verbal Reports None to update	Council Members
13	Date of next meeting Not set – discussed having the next meeting at the end of February/beginning of March	Chair
14	AOCB Chair noted that Dragons’ Den applications were open for the new year. Council will circulate at the Refreshers’ Fayres to encourage participation AC noted that the Allister Boyd Ball would be in March and that the society would appreciate support from Societies Council DH asked if there was any development on student groups’ access to catering.	

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 – to be discussed and sent to Voice before the end of the year	
DM to do a poll about split membership fees 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		