

Committee Meeting 12/10/17

Minutes

1. **Apologies**

*Luna webster, Arts & Culture Editor*

1. **Approval of previous minutes**

*No minutes to approve*

Vote to approve: 0 for, 0 against, 0 abstain

1. **Agenda/minutes format**

*None*

***Action: None***

Vote to approve: 12 for, 0 against, 0 abstain

1. **2nd Edition deadlines**

*General discussion, Christmas theme for Issue 2. Deadlines dates discussed: 8th November – contributor, 16th Nov – Photography, 13th Nov – Editor’s deadline, 20th Nov – first Draft.*

***Action: None***

Vote to approve: 12 for, 0 against, 0 abstain

1. **Magazine welcome event**

*General discussion about event on 24th October. Get to talk to volunteers, an ‘EDIT café’ style mixer, include promotion about the new EDIT space on Level 2. Have it early evening, just after uni to encourage more student s to come. Around 5.30-6pm. Editor Neil to look into getting free food, Chelsie to organize event.*

***Action: NA- food, CG - event***

Vote to approve: 0 for, 0 against, 0 abstain

1. **Sports & Societies Media Day**

*An event where sports and societies can find out more about the magazine and how they can be included and how to contribute. To take place on the week beginning the 31st October, possibly 4pm on Monday 30th October.*

***Action:***

Vote to approve: 0 for, 0 against, 0 abstain

1. **Finance Manager**

*Advertise the role on the volunteers page but had no interest. The Editor has contacted lecturers but had no response. The CMC suggested the team fill out the SA comms form who can help promote.*

***Action: NA***

Vote to approve: 0 for, 0 against, 0 abstain

1. **Committee Clothing**

*The committee would like clothing to help promote the brand. The committee has decided every committee member has a budget of £15 to get something e.g. a t-shirt, out of the budget. All members picked item and gave size.*

***Action: Initials (e.g. NA)***

Vote to approve: 0 for, 0 against, 0 abstain

1. **A.O.C.B**
2. *EDIT space – The committee would like a box so that if no one is at the space then people can leave notes for the them.*
3. *Meet the team banner to go up on the board.*
4. *Kettle for area*
5. *Christmas decorations – to go up mid-November.*
6. *Idea – a board game night once a month, possibly bring in a Playstation to use.*
7. *Roles – Policy to be changed to update EDIT roles and brought back to next official EDIT meeting for approval.*
8. *The Vice President SHLS reminded committee that it was Black History Month coming up and events that were on.*
9. *Movember – Some of the team decided they would grow a moustache to raise money for charity.*