

Royal College of Science Union

Minutes of the 3rd meeting of the Entertainments Board

Held at 12:00 on 8th November 2016 at the RCSU Office (Sherfield 214D)

PRESENT:

- Lloyd James – RCSU President (LJ)
- Charlotte Hampson – RCSU Vice-President (Activities) (CH) - *Interim*
- Michael Edwards – RCSU Honorary Secretary (ME)
- Charlotte Hampson – RCSU Events Officer (CH)
- Isabella Withnell – RCSU RAG Champion (IW)

APOLOGIES:

- George Brooks – RCSU Sports Officer (GB)
- Griffin Farrow – RCSU Honorary Junior Treasurer (GF)
- Ben Collier – RCSU Publicity Officer (BC)

ABSENT:

OBSERVERS:

- Théana Johnson - RAG Vice Chair (Activities) - TJ

Meeting opened at 12:05.

A. RAG - RCSU Ball - 5th December

RECEIVED: CH and TJ delivered this item

NOTED:

1. The decision has been taken to stick with Hoxton Square Bar and Kitchen - the invoice needs to be raised and paid as soon as possible. Ticket prices are to remain as per the informal discussion a few weeks ago - 70 EB tickets at £5, 250 standard tickets at £7, and the remainder up to 500 at £9. Ticket release for the Ball will need to be staggered with the Tri-Union Takeover - sales could be impacted.
2. TJ raised the prospect of sales through the RAG eActivities - LJ countered that since RCSU will be absorbing any loss, any sales need to go through us. ME raised that all charitable donations could be transferred using an Internal Charge or similar. The venue have asked for a £4,100 deposit that will be refunded according to sales on the night.
3. Publicity - LJ suggested that the event be pushed as a RAG event, feat. RCSU, to maximise the attendance of other students outside of the RCSU. TJ and IW concurred. Two publicity streams could be used - one of 'RAG feat. RCSU' for RAG, and a 'joint event' for RCSU. This seemed acceptable. The event could be released by end of next week, created on RAG Facebook and co-hosted by RCSU.
4. With regards to sales - as above - concerns about impacting the T-UT. It was largely seen as no concern.
5. Ticket releases are to be as follows -
 - o Early-Bird - 22nd November (afternoon - evening) - £5

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- o General Release - 25th November (evening) - £7
- o Late Release - 30th November (evening) - £9

RESOLVED:

- a. BC and RAG Publicity to work on a poster and banner for the event.
- b. IW to forward invoice to LJ and ME for writing up as purchase order for payment
- c. RCSU Ents to formulate the ticket sales on eActivities.
- d. RAG Ents to make the Facebook event for publicity.

B. Tri-Union Takeover - CGCU and RSMU Collaboration

RECEIVED: CH delivered this item

NOTED:

6. Remaining items - wristbands, DramSoc for technical support, and a DJ. CH suggested asking Sam (former VPA) for DJ suggestions, since he has good contacts. LJ, during the meeting, got in touch with James Targett, a contact in DramSoc, who would do the work for LLW and some free drinks. CGCU are to sort the wristbands.
7. CH is unsure whether she will be able to attend to supervise - ME and LJ reassured that they would be there to represent RCSU alongside the other CU Execs.
8. ME has set up the shop for sales of tickets, with streams for each CU to keep track of sales. Tickets are £7 advance, or £8 on the door.
9. Publicity is yet to start - CGCU and RSMU need to be contacted to speed up on their end of the bargain.

RESOLVED:

- e. ME to contact CGCU and RSMU on the TUBN chat to get them to work.
- f. CH to seek DJ suggestions from Sam.
- g. LJ to liaise with James Targett to sort the technical aspects of the event.
- h. ME and LJ to hype the event in the RCSU General Committee to get good representation at the event.

C. AOB

NOTED:

10. CH raised the prospect of a January 'Winter Ball' with CGCU that would be more formal at the end of January, enabling the RAG Ball to be far more casual as a result. This will need further discussion with CGCU.
11. To reduce the overall cost of the Easter Ball, or to cover more cost, CH suggested seeking sponsorship to take the pressure off our budget. LJ suggested this would be unlikely but worth a look. ME suggested CH work alongside the VPO, Sina Lari, as seeking sponsorship lies within his remit.
12. LJ reported back on the possibility of an EESoc collaboration for the same event - the EESoc president was uncertain about the possibility, but LJ will send a more thorough proposal to him. Another suggestion was FinanceSoc, in which CH and IW have friends for contacts. They may also be good for potential 'one-off' sponsorship opportunities in future.

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RESOLVED:

- i. Exec to contact CGCU about an event collab in the spring term.
- j. CH and SL to work on event sponsorship.
- k. LJ to email EESoc with more thorough proposal.
- l. CH and IW to contact FinanceSoc.

Meeting closed at 12:40.