

## **RCSU Entertainments Board – Meeting of 17/06/2016**

**Present** – Polina Yankova (HJT), Charlotte Hampson (Events), Isabelle Withnell (RAG), Lloyd James (Pres.), Sam Robinson (VPA, Chair), Michael Edwards (HS, Clerk)

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### **Minutes**

The meeting served as an introduction to the Entertainments Board and the roles of the board members.

- No concerns were raised with regards to role descriptions, but the RAG officer made it clear that one of her aims would be more collaboration with RAG in the coming year, a target for improvement that was shared by the rest of the Board.

The general agenda was to set out a preliminary events plan for the first term of the new year, including our Fresher’s campaign.

- Initial ideas floated by CH included running some revenue-generating events in the first term to build up a pot to spend later in the year.
- There are no problems with raising money from events – in fact, using the ICSMSU as a case, events could be run to simply break even, rather than run at a loss, to bolster the reserves.
- SR and CH emphasised the need to build a community spirit in the RCSU through holding great events; CH cited RSMU as a great example of how a CU (Constituent Union) is working to develop community in the student body.
  - A challenge could be scale – RSMU is considerably smaller than RCSU.
- In terms of event collaborations with other CUs and DepSocs, we need to ensure that the system and practices of collaboration are better handled in future.
  - The way in which the relation with DoCSoc was handled in the Rooftop Ball was noted to be in some need of improvement.
  - A collaboration with ICSMSU was floated – their attitude to events is different to our tradition (run to break even or profit as opposed to run at a loss). An event with them could be costly, but the cost could be covered.
- Some venue ideas that were thrown around were London Garden Museum or borough halls, as these could be hired fairly cheaply and conveniently.

## Publicity

- An important step forward is making our social media and online presence more active and effective. We need to push everything we do to maximise turnout.
  - Social media needs to take a step up next year – **work with Web Comms (in Ops) to make this happen.**
  - A pull-out events flyer in the RCSU Fresher's Handbook was floated as a potential addition – making the events easier to access (previous handbooks have been fairly obscure, so having events in one place would be ideal)

## **ACTION POINTS**

- **Work with the new Web Comms Officer to develop a new social media strategy.**
- **Work a concise Events Flyer into the Fresher's Handbook.**

## Mum's and Dad's Bar Night – Pub Crawl

- Given the perennial popularity of the pub crawl, the idea was floated of holding the PC with a departmental families' theme, to kick off the Mums and Dads scheme for the year.
  - The event could be run in the Hammersmith area – this is to maximise older year's turnout, and to keep the event cheap for everyone.
  - We need to co-ordinate with ICSMSU to ensure that we don't clash with their 'Doctors and Nurses' event, since that would likely use the same pubs as them.
    - Similarly, we need to make sure RCSU DepSocs know when the central RCSU events are, to ensure their events don't clash with ours and that we all get good turnout.
  - The route needs to be drawn out – it is most likely the route would start from the William Morris in Hammersmith and end at the Slug and Lettuce ('Slug').
  - The opportunity of booking Reynolds is there – SR is confident the bar manager would be willing to discuss.
  - We need to find a way of obligating RCSU Mums and Dads to come along with their kids – as part of the role.
    - As an aside, the idea of developing a tip sheet for Mums and Dads is needed, since the variety of experience of the programme in the Board ranges from ambivalence to negative.
  - **Provisional date – 6<sup>th</sup> October**

## ACTION POINTS

- **Draw up route for the PC**
- **Consider a Mums and Dads tip sheet – with implied obligation to attend the PC**
- **Co-ordinate with Clubs and Activities to ensure that no major clashes occur.**

## "Mingle" (Working title)

- This event was suggested to be the casual starter event as previously suggested by IW and CH.
  - Metric could be hired and decorated out with RCSU regalia.

- We could enlist 'leaders' from each department to run 'stations' and have games running to build atmosphere.
  - Union regulations state we cannot endorse drinking games, and as such we cannot directly advertise any alcohol-based games. We have to be careful how we sell it. (Think 'beer pong' to 'table-top water sports')
- T-shirts with different colours for different departments could be a good shout – they were handed out during this years pub crawl and could be done again this year – but having the t-shirts at this event could work better?
- A good name is needed so we can sell the event and maximise turnout – see action points.
  - **Points for discussion.**
- **Provisional Date – 10<sup>th</sup> October**

### ACTION POINTS

- **Come up with a name for "Mingle"**
- **Work with Clubs and Activities to enlist 'Leaders'**
- **T-shirts – source and budget in?**
- **Get in touch with Metric to book the space.**

### Autumn Ball

- Our flagship event for the Autumn term, to really break out into the new student community.
  - CH and IW raised the concern of having a formal event first, and suggested having a casual event that was accessible to more people.
  - The idea of collaborating with RAG on this was raised but SR preferred to keep separate until operations start next year.
  - SR suggested an alternative to the club night style we have organised in the past – a 'Champagne reception' with drinks tokens in a hotel, where the dress-code would be black tie and the emphasis would be more on a classy vibe than clubbing.
    - The opinion was that the alternative would be attractive to the general student body who would have 'clubbing fatigue' at that point in the term.
    - Another suggestion was cocktails but this was largely believed to be too costly to subsidise effectively.
  - A challenge would be the appearance of 'forced' civility – with the more casual starter event this challenge should be overcome, since people tend to appreciate the opportunity to dress up.
  - The event could be run to break even – **TO BE DISCUSSED**
  - SR raised the possibility of a promo video to build up attention for the ball.
    - Social media and the website will need to push this event to maximise attendance.
    - Early bird tickets – build up hype for the event.
    - Offer junk food? Esp. at the end, since people will likely want to eat snacks, providing them will be a nice touch.
    - An alternative could be hiring a hall (as above), but the associated costs of licensing and such could make it just as costly.

- A cost of £20 a ticket was floated – keep this figure in mind when considering venues, as well as the subsidy we’re likely to dedicate to it.
- **Provisional Date – 18<sup>th</sup> October**

### **ACTION POINTS**

- **Look into potential venues for the Ball**
  - Take into account the minute points in a venue consideration.
- **Decide how to fund (run at a loss or break even?)**

### **Tea Party**

- **As our premier non-alcoholic Freshers event, we are obligated to hold this for inclusion purposes.**
  - We could work with TeaSoc to deliver this event, since they’ll have the material and will want outreach to Freshers at that point.
  - Conceivable costs are rental of crockery, tea and cakes. Not major.
  - **Proposed date – TBC, over the course of a lunchtime during the first two weeks.**

### **ACTION POINTS**

- **Confirm date**
- **Get in touch with TeaSoc**
- **Book Activities Space for the event**

### **Community Sports Day**

SR brought up the idea of a **Community Sports Day**, in which there would be interdepartmental and inter-CU competitions in football, netball, and other soft sports.

- Rugby was discounted for safety considerations.
- The venue proposed would be the Heston sports ground. We would need to provide mass transport (coaches – cost)? Look into.
- Heston is licensed so we could have drinking facilities.
- The idea is to get Freshers to come along, get hooked into the RCSU community and develop a good impression of our activities.
- The event could be run alongside the CGCU, RAG, or other CU and management groups. It could be a tri-Union sports day.
- ICUFC-RCSU members could be asked to come along and referee some of the football games. Ditto with Netball.
- LJ and SR are keen to reintroduce the historic ‘Tomato fight’ that has been seen to happen in previous years (made dormant approx. 20-30 years ago) – *health and safety considerations need to be taken into account!*
- **Provisional date – 22<sup>nd</sup> or 29<sup>th</sup> October – don’t want too late to avoid the change of season (it’ll be cold)**

### **ACTION POINTS**

- **Look into costs of coach transport.**

- **Look into Heston licensing for alcohol serving.**
- **Contact Sports Socs to see if they could volunteer some time refereeing?**
- **Get in touch with CGCU and RSMU to see if they'd be interested in taking part.**
- **Health and Safety of the 'Tomato Fight' needs to be looked into.**

### **End of Term Event – 'Christmas Party'**

- As a relaxed end to the term, the idea is to hold a Christmas party in Reynolds with standard fare (mince pies, mulled wine and Santa).
  - This event could be held in Reynolds – SR to check – and could be held in collaboration with some music or medic societies to make it attractive.
    - i.e ICSM Light Opera's Big Chill
    - Live music – the Techtonics?
  - As this is fairly long-range, the planning for this can be offset until next term, and as such little needs to be done soon.
  - **Provisional Date – 8<sup>th</sup> December**

### **AOB**

- ME noted that with the range of events planned, there is the risk that we may exceed the allotted budget, but with the plan to run events to break even there should be less chance of this occurring.
- The opportunity to hold an ad hoc bar night at some point was made apparent – the paucity of events in November was noted and the Tri-Union bar night could be held in November to fill this gap.
- There is interest in the Board to hold a **Sit-Down meal** for the RCSU at some point along the lines of the other faculty unions. Considering the scale of RCSU there may be a challenge in implementing this form of event, and it may be better achievable at the DepSoc level.
- SR will set up a FB group for the Board to ensure we can easily communicate.
  - The Slack app was floated as an alternative to email and LJ set up a Slack stream for the RCSU.
  - Usage of Slack will be expected from all GenCom members, with different streams for different Boards and activities.

Meeting was adjourned at 4PM

- Next meeting will be organised in due course, but the next physical meeting of the full board shall likely be in the new term. Thanks for coming.

### **Summary**

<i>Event</i>	Provisional Date	Action Points
<i>Mums and Dads Pub Crawl</i>	6 <sup>th</sup> October	● <b>Draw up route for the PC</b>

		<ul style="list-style-type: none"> <li>● Consider a Mums and Dads tip sheet – with implied obligation to attend the PC</li> <li>● Co-ordinate with Clubs and Activities to ensure that no major clashes occur.</li> </ul>
<i>“Mingle”</i>	10 <sup>th</sup> October	<ul style="list-style-type: none"> <li>● Come up with a name for “Mingle”</li> <li>● Work with Clubs and Activities to enlist ‘Leaders’</li> <li>● T-shirts – source and budget in?</li> <li>● Get in touch with Metric to book the space.</li> </ul>
<i>Autumn Ball</i>	18 <sup>th</sup> October	<ul style="list-style-type: none"> <li>● Look into potential venues for the Ball</li> <li>● Take into account the minute points in a venue consideration.</li> <li>● Decide how to fund (run at a loss or break even?)</li> </ul>
<i>Tea Party</i>	TBC	<ul style="list-style-type: none"> <li>● Confirm date</li> <li>● Get in touch with TeaSoc</li> <li>● Book Activities Space for the event</li> </ul>
<i>Sports Day</i>	22 <sup>nd</sup> or 29 <sup>th</sup> October	<ul style="list-style-type: none"> <li>● Look into costs of coach transport.</li> <li>● Look into Heston licensing for alcohol serving.</li> <li>● Contact Sports Socs to see if they could volunteer</li> </ul>

	<p>some time refereeing?</p> <ul style="list-style-type: none"> <li>● Get in touch with CGCU and RSMU to see if they'd be interested in taking part.</li> <li>● Health and Safety of the 'Tomato Fight' needs to be looked into.</li> </ul>
<p><i>Christmas Party</i> 8<sup>th</sup> December</p>	<ul style="list-style-type: none"> <li>● Check Reynolds and see if there would be problems (competition etc)</li> </ul>