

Royal College of Science Union

Minutes of the 1st meeting of the Executive Committee

Held at 18:00 on 11th May 2017 at the RCSU Office (Sherfield 214D)

PRESENT:

- Michael Edwards – RCSU President (ME)
- Michael McGill – RCSU Honorary Junior Treasurer (MM)
- Michael Suarez – RCSU Honorary Secretary, clerk (MS)
- Ayush Dharap – RCSU Vice-President (Activities) (AD)

Meeting opened at 18:10.

Budget allocation for the academic year 2017/18

A. Income

We are guaranteed the following funds as confirmed by ME in the meeting:

- £3,300 from the *Union as Grant*
- £15,000 from the *Faculty of Natural Sciences (FoNS)*
- £1,400 from the *Alumni Association (RCSA)*
- £6,000 from the *carrying over* of last years budget

This sums up to a budget of **£25,700** for the academic year 2017/18 not including any potential sponsorship from third parties.

B. Sponsorship

As the position of RCSU Vice-President (Operations) (VPO) is not filled for the academic year of 2017/18 the role has fallen to ME. The process of seeking sponsorship is on going and while not affecting the planned Operations budget allocation it will indirectly determine the scope of Entertainments. MM and AD have volunteered to assist with approaching companies for sponsorship. The current target is to raise **£10,000**. This should be resolved by the end of summer 2017.

C. Mandatory Spends (Operations)

Based on the Aims and Objectives of the Union and using last year's budget as strong guidance money was allocated to the following aspects.

- **Science Challenge: £8,500**

This contributes to the launch event, venue and price money. There is a planned cut of £1,500 due to the excessive expenditure of last year for its 10th Anniversary.

- **Broadsheet: £1,200**

The Broadsheet will continue to be published termly and more publicised during autumn term. ME noted that a cheaper publisher was found for the academic year 2017/18. The expenditure can and will change by altering the number of copies depending on the popularity of the first issue (+/- £200).

- **Welfare Week: £500**

The amount is set-aside for when the RCSU Welfare Officer is elected for them to spend. "Puppy room" was repeatedly mentioned as an option.

- **BAH Fest: £6,000**

Non-negotiable amount. Has been a success in the previous year.

- **Sport Activities: £500 - £1,000**

Amount is being set-aside for the RCSU Sports Officer. MS noted that it could be used to directly fund DepSocs and AD stated that the RCSU should focus their expenditure on aspects it is publicly associated with.

- **RCSU Careers Fair: £600**

Obligatory by the Constitution. Money will be spent on catering.

- **Office Costs and Misc.: £2,000**

Cut down by £1,000 from the previous year. Will include day-to-day office items.

- **Fresher's Campaign: £1,500**

New stock of items will be ordered and potentially expanded. Use of the candy floss machine was encouraged.

- **Fresher's Handbook: £500**

It was considered to fuse the Fresher's Handbook with the first issue of the Broadsheet into one solid booklet.

D. Spends (Entertainments)

After deducting the Operations budget from the income a total amount of **£4,400** is available for Entertainments *excluding any further money raised by sponsorships*. How this money is spent will be subject of an upcoming General Committee meeting.

E. Budgeting Summary

The Operations allocated budget is as follows.

Operations	2016/17	2017/18
Science Challenge	10,000	8,500
Broadsheet	1,500	1,200
Welfare Week	500	500
Sports	N/A	500
Careers Fair	600	600
Office Cost and Misc.	3,000	2,000
Fresher's Campaign	1,000	1,500
Fresher's Handbook	650	500
Total	£17,250	£15,300

The Entertainments budget is yet to be allocated and apart from the BAH festival not confirmed as of yet. The **£4,400** originates from subtracting the new budget allocation of **£15,300 (Ops)** and **£6,000 (BAH festival)** from the **£25,700** income (without sponsorship).

Entertainments	2016/17	2017/18
BAH Festival	6,000	6,000
Other (TBC)	6,000	4,400
Total	£12,000	£10,400

F. Approving of the budget

The proposed budget as above for Operations and the BAH festival was put to a vote of approval by the Executive:

For: ME, MM, MS, AD

Against: -

The budget passed unanimously.

Meeting closed at 19:10

Next meeting will be a General Committee meeting in mid-June.