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# LMSS Committee Meeting Minutes



**Date:** 2 May 2023

**Time:** 18:30

**Location:** G15 Cedar

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**Attendees:** Ella Bleasdale (Chair), Tom Cahill, Tia Durkin, Haris Sultan, Kieran Banner, Maddie Upham, Aaditya Gurjer, Aidan Hegarty, Conor Fogarty, Liv Heron, Katie Maxwell, Hannah Barnes, Anna Scriven, Scarlett Clegg, Karina Gurung, Daniel Riley, Jess Hardwick, Tom Blackhurst, Ros Rashid, Isaac Fazey-Koven, Becca Bolton, Vivien Wong, Sarah Baldwin, Grace Maguire, Helen O'Loughlin, Fru Bako.

**Apologies:** Katie Murray, Mish Jones, Zesha Saleem, Jaqueline Howard, Lydia Nutting.

## **President (Ella)**

- Welcome and congratulations given to the new committee, followed by committee member introductions.
- Discussion regarding the expectations and values of an LMSS committee member.
- Update given of the ACS meeting.

## **Treasurer (Tia)**

- Explanation on expenses forms, event budgets and sponsorships.
- **Action:** send expenses form to the committee.

## **Secretary (Tom)**

- Discussion regarding the planning and timing of LMSS events: when to put event pages up, social media posts and ticket sales.
- Discussion about planning a provisional LMSS calendar.
- Discussion of the need for all committee members to read the Social Media Policy.
- Bystander training will be compulsory for all committee members.
- **Action:** committee to send dates of known events.
- **Action:** committee to read the Social Media Policy.
- **Action:** TC to book bystander training.

## **Annual ball (Haris and Kieran)**

- Adelphi contacted and contract being discussed (provisional date of the 27<sup>th</sup> January).
- Aim to organise earlier this year (around September time).
- Discussion about using e-tickets.
- **Action:** discuss with Trustees about external security company.
- **Action:** explore the possibilities of using e-tickets.

## **Annual and Charity dinner (Maddie)**

- Agreement for advertisement to be at the same time and done by theme.

### **Business (Aaditya)**

- Discussion regarding storing merchandise.
- Next merch order around October 2023.
- Discussion regarding LMSS sports merchandise.
- **Action:** Officers to liaise with medical school about a potential storage location for the merchandise.

### **Charity (Aidan and Conor)**

- Supporting KIND and Claire House.
- **Action:** To contact charities.
- **Action:** Plan walk over summer.

### **Grand round reps (Liv and Katie)**

- Provisional date is 8<sup>th</sup> December.
- Agreement to hold an afterparty.

### **History and Alumni rep (Hannah)**

- Discussion about the attendance at Alumni events such as Alumni Dinner.
- Discussion about holding Alumni Dinner biennially with every other year having a more informal event.
- Discussion regarding having an incentive for alumni to come back.
- **Action:** Increase the Alumni newsletter frequency with sports teams updates.
- **Action:** Officers to discuss with Trustees.

### **House secs (Anna and Scarlett)**

- Discussion about food at ordinary meetings.
- Discussion about involvement in MDVP sports day – food bank / cake sale.

### **Publications (Karina)**

- Discussion about freshers guide.
- Discussion about making a digital sphincter with a smaller print out to distribute.
- **Action:** Plan freshers guide.

### **Sports rep (Dan)**

- Date will coincide with October half term.
- Continue contacting the new sports captains about the sports charter.
- To plan social after MDVP sports day.
- **Action:** Discuss budget with treasurer.

### **Social secs (Jess)**

- WBP1 planned for the 15<sup>th</sup> September.
- **Action:** plan WBP1.

### **Webmaster (Tom)**

- Carry on posting introductory posts and for future posts to put pronouns directly under the name.

## Academic (Jaqui)

### Welfare and Diversity Team (Ros, Zesha, Isaac and Becca)

- Continue monthly check-ins.
- Aim to organise the LGBTQ+ conference earlier.
- **Action:** RR to find a lead for book club.
- **Action:** RR to organise Welfare and Diversity Team introduction posts on LMSS Welfare Instagram.
- **Action:** RB to contact charities regarding student safety.
- **Action:** EB to put Professor Goddard in contact with the team.

### Year Reps (Viv, Aaditya, Haris, Sarah, Tom, Lydia, Tia, Grace, Fru and Helen)

- Second years:
  - o Planning a social on the 8<sup>th</sup> May.
  - o **Action:** TB to sort out the second year email address to use to help find a venue.
- Fourth year: end of Fourth Year Party considering exam dates.
  - o Reps to finalise the details for the cake, balloons, decorations, band and food for the venue.
- Fifth year: Graduation Ball and Year Books.
  - o Discussion regarding the venue of Grad Ball next year.
  - o Discussion about adding meal choice as a requirement before being able to purchase tickets for balls in the future.
  - o Discussion about timeline of the Year Book.
  - o Committee to help on the door for Grad Ball on Friday 26<sup>th</sup> May 6-8pm.
  - o Discussion about grad merch such as engraved glass.

### Any other business

- Reminder that committee use LMSS emails to contact venues for booking.
- Discussion about Ordinary Meetings and having focuses such as sports medicine and junior doctors.
  - o For the social after discussion about having a prize draw.