
LMSS Committee Meeting Minutes



Date: 19 September 2023

Time: 18:30

Location: G15 Cedar

Attendees: Ella Bleasdale (Chair), Tom Cahill, Tia Durkin, Haris Sultan, Kieran Banner, Katie Murray, Maddie Upham, Aaditya Gurjer, Aidan Hegarty, Conor Fogarty, Liv Heron, Katie Maxwell, Hannah Barnes, Anna Scriven, Scarlett Clegg, Karina Gurung, Daniel Riley, Jess Hardwick, Mish Jones, Tom Blackhurst, Rosalind Rashid, Isaac Fazey-Koven, Becca Bolton, Louise Stewart, Poppy Cross, Hania Haq, Maha Chaudhari, Tanika Panesar, Jessie LaCourse, Joy Bakundukize.

Apologies: Zesha Saleem, Grace Maguire, Jess Longden

President (EB)

- EB welcomed the new members to the LMSS Committee 2023/24.
- EB outlined the importance of the trustees, articles of association and social media guidance
- EB discussed how committee commitment and attendance at all events is expected
- EB outlined all of the upcoming events:
 - o Thursday 21st September – Welcome Lecture and Fair (Central Teaching Hub; @17:00)
 - o Monday 25th September – Bus Tour (Either the Guild or Greenbank; @17:30)
 - o Thursday 28th September – Mentor Mentee (TBC)
 - o Saturday 7th October – Bowling/Duke Street (PINS Social Club; @11:00)
 - o Wednesday 25th October – Bystander Training (Guild; @15:00)
 - o Ordinary Meeting 1
 - o Saturday 28th October – MDVP (Wyncote)

Treasurer (TD)

- TD outlined that committee members should strive to reduce spending when budgeting for events and to continue to pursue sponsorships.
- TD has received all budgets for the upcoming year.
- TD discussed the restrictions on member discounts.

Secretary (TC)

- TC outlined the importance of attending Bystander Training and that any committee member not available on the 25th October should make contact as alternative sessions can be planned.
- TC outlined the new Society App.

- TC outlined the 'Placement Travel Scheme' suggested by a medical student at Sheffield University. Unanimous agreement by committee that this service was not needed at this time.
- TC explained the importance for committee members to send any and all contracts to the officers of the society (EB, TC or TD) before signing.
- **Action Points:** **(1)** Make year rep group chats **(2)** Re-distribute the Social Media Policy **(3)** Committee to send TC their preferred starting location for bus tour **(4)** Send the Society App to committee **(5)** Explore getting LMSS stamps for events.

Annual ball (HS and KB)

- Update given:
 - o Majority of the planning has been completed.
 - o Decorations to be shared with Annual and Charity dinners.
 - o Set-up booked in for Thursday, Friday and Saturday the week before the event.
 - o Just waiting for the contract to be signed.
- Discussion about re-branding the Annual Ball Award due to few nominations last year.
- Plan to get electronic tickets by using the Society App (pending the success after being trialled at the Annual and Charity dinners).
- **Action:** Follow up on getting the contract signed.

Annual and Charity dinner (KM and MU)

- Bar crawls:
 1. Same bus crawl route
 2. Two buses will be hired for each bar crawl.
- Tickets:
 1. These will be the first events where tickets will be sold using the Society App.
 2. 30th September: the first promo for the events will be released (both on Facebook and the Society App)
 3. Tickets will be sold on the Society App from the 4th to the 22nd October.
- Beverages:
 1. Plan is to have 2 different types tickets (one will include alcoholic beverages and one will include non-alcoholic beverages). Whereby, those with an alcoholic beverage ticket will have wine at their table and those with a non-alcoholic beverage will be entitled to two complementary soft drinks behind the bar. These tickets will be the same price
 2. KM and MU will ask about the possibility of this with the venue.
- The representatives of the chosen charities will be in attendance.
- **Action:** **(1)** To discuss entertainment plans with the officers of the society (EB, TC, TD) **(2)** To start finding raffle prizes **(3)** To send contracts to the officers of the society (EB, TC, TD).

Business (AG)

- Proposed timeline:
 1. 20th September – First social media post about the store opening
 2. 27th September – Second social media post about the store opening
 3. 2nd October – 3 day countdown
 4. 4th October – 1 day countdown
 5. 5th October – Store Opens
 6. W/C 23rd October – send order invoice
- Showed committee the new bucket hat merchandise.

Charity (AH and CF)

- Discussed the upcoming Charity Walk, Movember, Strictly Come Dancing and a third charity event. The third charity event is planned to be locally based to reduce the cost of participating.
- **Action:** Liaise with DR about sports teams being involved in Movember.

Grand round reps (LH and KM)

- Updates on sponsorships and raffle prizes given.
- Discussion about inviting judges. Suggestions included Chloe McGrath, an older alumnus and a celebrity.
- Promotion will start mid October with ticket sales opening four weeks before the event. Tickets will be sold using the Society App (pending prior success); however, Square may be used for returning alumni to buy tickets.
- After party planned to be at Brooklyn Mixer
- **Action:** **(1)** Find the trophy (message the old 5th year reps) **(2)** Send invitations to judges **(3)** Get officers to discuss a celebrity panellist with the Trustees **(4)** Get officers to find a time where the Chair and Deputy Chair of Trustees and Professor Scott can meet.

History and Alumni rep (HB)

- Update on alumni newsletters given (will be made after some events have taken place)
- Discussion about alumni dinner changes
- **Action:** HB to attend next trustees meeting.

House secs (AS and SC)

- Continue posting the social media content on @lmss.food
- **Action:** To do a series of posts about black history month and potentially partner with other societies.

Publications (KG)

- Well done on the Freshers guide
- The sphincter will be mainly digital this term and plan to be uploaded on the the LMSS website. However, 50 hard copies will be printed for placement sites.
- **Action:** Start planning the next sphincter.

Sports rep (DR)

- Wyncote has been booked for MDVP
- EB suggested partnering with Donate to Motivate for MDVP
- The golf day has been postponed / cancelled
- **Action:** (1) Continue organising MDVP (2) Continue discussions with EB about charity partnership (3) Get sports captains to sign the sports charter at the Fresher's Welcome Lecture (4) Liaise with IF, AH and CF about re-introducing rainbow laces.

Social secs (JH and MJ)

- Congratulations on WBP1 (£1489 profit made)
- Discussion about Darts/Pool Socials after the Ordinary Meetings:
 1. 12th or 19th of October
 2. 16th November
- Discussion regarding a Christmas Social. Suggestions included: ou est le dinde
- **Action:** continue planning the socials.

Webmaster (TB)

- Committee to send all social media posts to the officers (EB, TC, TD) first. They can save the social media posts on the representative's individual folder in Canva. Following officer approval, they can tell TB when they want it posting and on what platform.
- Committee members organising an event to give TB a fortnight of notice before ticket sales.
- **Action:** (1) Keep working on fixing the website (2) When the website is fixed: update the alumni page, trustee page, update the meeting minutes and add the sphincter (3) Add new year reps as admins to the year Facebook pages (4) Post Grand Round Sponsorship.

Welfare and Diversity Team (RR, ZS, IF and BB)

- **Welfare and Diversity Rep (RR):**
 1. Explained the Little Blue Book scheme
 2. Update on mentor mentee
 3. Update on book club
- **Ethnic Minorities Rep (ZS) - absent:**
 1. EB opened up the planning of black history month to the rest of the welfare and diversity team and the wider committee. Discussed about liaising with LMSS members who want to get involved or partnering with other societies.
- **LGBTQ+ Rep (IF):**
 1. LGBTQ+ Conference was discussed (to be held in February/March)
- **Women's Rep (BB):**
 1. BB keen to set up self defence classes in February
 2. **Action:** To make safety on a night out post to pin at the top of the LMSS Instagram profile.

Academic (GM) - absent

Year Reps (Louise Stewart, Poppy Cross, Hania Haq, Maha Chaudhari, Tanika Panesar, Jessica Longden [absent], Jessie LaCourse, Joy Bakundukize)

- Year reps to automatically approve all LMSS posts on the year social media posts. However, all other posts need to be reviewed and posted on either Sunday or Thursday each week.
- Year reps to get handovers from the previous year reps.
- 3rd Year Reps – book Midcourse venue ASAP.
- 5th Year – Grad Ball (25th May) needs confirming with the previous reps.
- **Action:** Send profile photos to TB (Webmaster)

Any other business