

Cameron Hall-oween Meeting 0 19/08/2019

Attending:

- Matt Winslade
- Felix von Perger
- Amelia Sheperdson
- Aoibhinn O'Shea
- Will Corbett
- Nadia Wichmann
- Chase Houston

Apologies:

- Clare Boon

Meeting opened: 7.21pm

Agenda:

- **Appointment of positions**
 - Nominations for chair
 - Winslade nominates Nadia, declined
 - Amelia nominates Chase, accepted
 - Approved
 - Nominations for minute taker
 - Nominate Aoibhinn, accepted
 - Approved
 - Nominations for action item
 - Nadia nominates herself,
 - Approved
- **Discussion of last year's event**
 - Involved clubs currently here
 - Minor incident with alcohol
 - Recommendations to advertise alcohol % and higher % being higher priced
 - Experienced RSAs was excellent and very useful, but meant they did not participate in the event
 - More communication with our RSA heads for next time could improve this
 - Splitting it and giving half tickets to RSA heads and regular RSA on shifts
 - Was miscommunication with tav
 - Alcohol was ordered with the tav and was put in a building we couldn't reach due to it being outside of hours
 - Last time we had to buy them ourselves which left us with leftovers to sell
 - Decorations which can be reused and borrowed from panto show
 - Had an attempt at a photo booth, we would have to move the location
 - Props to be explored
 - clear job descriptions for on the day prep
 - moneybox, was organised last minute due to confusion
 - Advertising,
 - posting in groups, describing drinks menus

- cam hall and guild posters
 - lead up promotion events were very successful
 - Early bird
 - drink token wasn't that much of an appeal
- UCC has square for bar and from of house purchases on the night
 - Can also use finance office eftpos machine/s
- 1 security guard worked well
- After hours access in order to have an accessible entrance next time
- CCZ, coat room wasn't supervised we can make that clear
- 56 tickets sold, 25 at the door
 - Tickets were 20
- Finances: profit of 154.59 per club
- Suggestion to over buy mixers
- Ran 6-10pm
- **Confirmation we are running the event**
 - All involved says yes
 - Cut off of 20 tickets sold by 2 weeks out
- **Subcommittee Regulations**
 - Everyone has approved them
- **Who**
 - Just these clubs
 - Will ask other clubs if they wish to advertise to their members
 - Car and License: Felix, Nadia, Winslade, Amelia
 - RSA: Will, chase, Nadia, Aoibhinn
 - First Aids: Nadia, Aoibhinn
 - Could organise a group training for several clubs
 - Mental Health first aid: Nadia, Aoibhinn, Will, Chase(?)
 - Same deal as above
 - Chase's is accredited but not for the same things
 - Food Safety: Amelia, felix, nadia, will, Aoibhinn
- **When**
 - Weekend before the 31st, end of week 12, 26th of October
 - 6pm to 10pm
- **Where**
 - CCZ
 - Sweaty but free to hire
 - Could borrow fans!
- **What/EMP summary**
 - Party with fancy dress, decorations and alcohol
 - >Unigames to harass Alaura about EMP & RMP from last year
 - Target Audience: Our club members, uwa students, friends of club members
 - >Action Nadia to research liquor licence
- **Advertising**
 - FB advertising, we didn't do last time, we could do this year
 - Who wants the primary Cameron Hall-oween?
 - Unisfa
 - Everyone else makes a club goes to/discord post/email ect?

- Guild Posters, physical posters in the building
- Plug in the clubroom
 - Not too aggressively, we had feedback from unisfans being unhappy with that last year
- Posts including new info into groups/events
- Targeted events in prelude to event
 - >Action all to brainstorm events
- Do we want physical tickets?
 - Cool we do
- Making a poster
 - >Action Chase and Amelia take last years poster and make new ones
- **General Business**
 - Guild student services has First Aid kits to borrow
- **Organisation of next meeting**
 - Saturday 5pm-7pm

Meeting Closed: 20.35

Action Items:

- Unigames to harass Alaura about EMP & RMP from last yea
- Nadia to research liquor licence
- All to brainstorm events
- Chase and Amelia take last year's poster and make new ones