

Minutes for UniSFA Committee Meeting, 10 December 2019, 5:30 pm

Present: Katherine, Nadia, Neville, Merlin, Theo

Apologies: Emma, Will

Late: Georgia

Absent: Annique

Meeting opened: 5:33pm

1. Reports

- a. Katherine
 - i. Chased up action items
 - ii. Started an internship!
 - iii. Hung out with Shirley Temple (a cat)
- b. William
- c. Georgia
 - i. Sent out the minutes! Finally.
- d. Nadia
 - i. Halloween is nigh finished in terms of finances
 - 1. Nadia is done at least
 - ii. More camp financial stuff has been done, still more to do though
 - iii. Peeled some books
 - iv. Charity vigil fine distribution is looking like UniSFA will pay 25%
 - v. Leaving on Sunday, coming back late January
- e. Neville
 - i. Did some t-shirt designs with help from Nadia
 - ii. Been thinking a lot about the organisation of the comic section
 - iii. Went to an Uncharity vigil meeting on the weekend
- f. Emma
- g. Merlin
 - i. Got a smol recycling bin!
 - ii. Have organised some screenings!
 - iii. Have done problem solving to make organising screenings earlier in future!
- h. Theo
 - i. Put up the star wars event!
- i. Annique

2. Events

- a. Charity Vigil
 - i. The Fine
 - 1. We will pay 25%, PCS will pay 25%, UCC will pay 50%, if the fine is retracted then we will get a refund
 - 2. Contact Guild to revoke fine
 - a. @Neville
 - 3. The UCC president should get into contact to get the fine revoked- write a letter representing all clubs

4. Give them X no of days to approve it

- b. Halloween
 - i. Nadia: costs/profit figured out
 - ii. Things that need to happen: Hayden doing things for tav-- get invoice for liquor (UCC paying this)
 - iii. Hastle Eventbrite
 - iv. UniSFA has cash income, UCC has cash online
 - v. Costs have been redistributed to UniSFA
 - vi. UniSFA has done all of our things that can be done at this point
 - vii. The event made \$500 in profit
- c. Camp
 - i. @Will make feedback form
 - ii. @Georgia make feedback- get Unigames' one
 - iii. Review how the meals went TBD
- d. Star Wars
 - i. It's happening! Email blast went out
- e. Frozen
 - i. Profit distributed to club!
- f. Christmas
 - i. The Hogfather is happening
 - ii. Third Xmas Prince movie is out (yikes)
- g. Uncharity Vigil
 - i. People forgot about it- a meeting happened (unofficial)
 - ii. People were assigned to duties
 - iii. UCC, Unigames, PCS, UWAnime, UniSFA
 - 1. Panto? Should we invite them
 - 2. 8th Feb (earlier than that would be good)
 - iv. Similar things: debate/dating sim
 - v. Raffle sponsor prizes
 - vi. Goals for amounts raised (eg. more fans)
- h. Summer LARP
 - i. Whenisgood failed spectacularly
 - ii. UniSFA won't support it running in Feb
 - iii. Larp events we are able to participate in @Georgia
 - iv. @Georgia speak to unigames committee @engaging w Larp
- i. Pub Crawl
 - i. 12/13 Feb (tentative date)
 - ii. Timeline: may need to be changed
 - iii. Need to start working on emp
 - iv. We could have it earlier/later
- j. O-Week
 - i. Inflatable thing eg dalek? Merch?
 - ii. We need to advertise us as a social club
 - iii. Register @Oday stall
 - iv. Stickers for freshers
 - v. Interactive activity eg. bookcraft and Smash w/Wonkavision

- k. New Years event?
- 3. Screenings
 - a. Quiet reading Hour
 - b. Finally: things are happening
- 4. Tenancy
 - a. Busy Bee
 - b. Fridge
 - c. Bin and A4 Frames
- 5. Communication
 - a. Update on minutes
 - b. They're sent out!
- 6. Treasury
 - a. Last notes for Nadia being away
 - i. Almost nothing needs to happen
 - ii. First aid kit and sunscreen needs to happen
 - 1. Officeworks sells first aid kits?
 - b. Purchases: see last week
 - c. Money: 6,192.87
- 7. Library
 - a. Summer Projects
 - i. Comic section: thoughts-- consensus is that it's confusing and not organised, it's not being used that much
 - ii. Neville will be reorganising this section and will let people know-- sticker system
 - iii. Library busybee!
 - iv. Favourite stickers (however may be costly/time consuming)
 - v. Book Removal: posting 2 whole days before is fine or 4 days after meeting
- 8. General Business
 - a. Merchandise/T-shirts
 - i. Deadline is 21st Jan
 - ii. Neville did T-shirt designs! (Start of Jan)
 - iii. Y'all check out spreadshirt shop
 - b. Signs
 - i. Uniprint: (2 banners)- fix existing and get new one
 - ii. Copy off guild ones have eg. logo of dept and full name of club
 - iii. Workshop banner and sign
 - c. Revivification
 - i. No upd8s
 - ii. Chair needs to change (Annique)- we should ask the group to see if anyone else is going to step in this position

- d. Summer content producing
 - i. Prepare pilot ep of Podcast: Nadia and Merlin talk about Descendants for an hour and a half- Nadia mocked up some things eg. logo and intro mockup (hands coming into the centre for logo)
 - ii. Podcast name: Piffle Podcast
 - iii. Updated shelved until Feb
- e. Planning for next year's committee
 - i. University is moving to Outlook
 - ii. 6th of Jan
 - iii. Student email addresses need to move to UniSFA Deepthought if not already there
- f. @Georgia Clean the tea towels
- g. Foodruns need to be scheduled- there's money in the Wallbox
 - i. Camp money: needs to be counted to match with records and deposited
 - ii. During the Busybee
- h. Consistent: Tuesday evening (5:30pm)
- i. Resignation of OCM
- j. Meeting Close: 7:01pm