# Executive Meeting Minutes

## Date: 29th October 2020 Time: 4pm

## Location: Online

Members: President, Alpha Jallow (AJ), Vice-President, Alice Young (AY), Diversity Officer, Ellis Muirhead (EM)

In Attendance: Representation and Advocacy Coordinator, Cassie O’Boyle (COB), Andy Barnett (AB), Deputy Director

Apologies: Student Communities Officer, Esther Clissett (EC), Guild Director, Sarah Kerton (SK),

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| Item | Title |
| 1 | AJ introduced the meeting. Apologies were received from EC and SK |
| 2 | No conflicts of interest were declared. |
| 3 | The minutes of the previous meeting were approved. |
| 4 | COB updated on the action log; all actions were noted as complete. |
| 5 | AY presented on Photography society and the Executive approved the group. COB presented on Online Gaming & Anime Society and the Executive approved the group. COB presented on Open Mic society and highlighted these were one of EC’s groups. AB noted for Open Mic, we would also have a microphone and speaker for them to use post-COVID. The Executive approved the group.  **Action/Decision:** COB to contact all new starter groups. |
| 6 | AB presented on the budget spreadsheet. The Officers asked if any of the groups had been flagged as unsustainable. COB raised that groups were coached in providing mainly online events to adhere with COVID-19 guidance. AY asked for a finalised spreadsheet to be circulated to the Executive and an additional meeting booked in to discuss this before the Forum on Monday.  Action/Decision: AP to finalise the Society Budget spreadsheet. |
| 7 | AP highlighted that the University were planning on organising Coffee mornings. The Guild were tasked with coming up with some themes and ideas around this. AY, AJ and COB suggested ideas around liberation groups, wellbeing, and welfare. AJ asked if this was delivered on campus or at the maltings, AP noted the University were asked to look at the timetables and link them directly to people’s courses. COB presented on what UoNSU delivered in terms of Wellbeing Cafes. In terms of events and activities, AY suggested we also thought about providing some evening events around the same themes. |
| 8 | COB presented on New Starter Society funding and recommended that £1K was put forward for new groups to access when they get up and running before they secure long term funding. The Executive approved taking £500 from CBS and £500 from the general societies pot. |
| 10 | COB gave the Exec a heads up on the first Education Forum which would be hosted on 4th November.  **Action/Decision:** COB to meet with AY to discuss this. |
| 11 | AY asked whether Alice Wilby should be notified about staff and students removing their masks when they are sat down in public areas on campus. The Executive agreed AY should contact AW regarding this.  **Action/Decision:** AY to draft an e-mail with AJ to send to AW. |
| 12 | AY presented her campaign idea around Mental Health. This included three weeks of mental health campaign which focused on Men’s mental health, body positivity and breaking the stigma on Mental Health. The aim of the campaign would also be to focus on gathering feedback to lobby the University for an improvement in services. AY also presented a budget to support the campaign. AJ noted this looked like an excellent campaign but would need reading over fully. AY noted that her first actions were asking students on social media if this were something that they would be interested in.  AB suggested the men’s campaign could be rolled into November to avoid overlapping of campaigns.  **Action/Decision:** Officers to read over the document fully and discuss further.  **Action/Decision:** AY to complete a comms request. |
| 13 | The Executive noted a conflict of interest for EC regarding the Officer logo. AY asked if the Officers all wanted their own logo branded in the same way that EC had from her friend. AP shared his screen of what he provided the officers at Staffs. AP noted that we could provide something like this internally for free. The Executive agreed they would like to develop logos internally rather than spend money on them. AY asked a photo shoot was organised for the Executive.  **Action/Decision:** AP to organise a photo shoot. |
| 14 | This item was moved to the following week so that EC could lead on it. |
| 15 | COB asked that all Officers followed up with their societies to encourage them to start delivering on events and activities. |
| 16 | There was no additional business. |