

Meeting held on 15th January 2017 • Minutes of Meeting

Minutes of meeting held at The Swan and Castle, Castle Street, Oxford at 2pm on Sunday 15th January 2017.

Summary of Action Points

- **Lauren** to complete signatory change of the Yule Ball bank account and transfer to **Lily** and **Alex**
- **Lauren** to update signatories of the Society bank account
- **Amy** to create Facebook page
- **Amy** to purchase toy dragon
- **Alex** to post in the Wizengamot to coordinate craft supplies
- **Alex** to contact **Alex M**
- **Lauren** to create Google doc for writing of Weakest Link questions
- **Amy** and **Molly** to decide on and contact cast members for talks
- **Lily** to ensure that chocolates are bought for Alec
- **Alex** to contact OUSU re: venue issues
- **Lily, Kalina** and **Molly** to look into venues at their respective colleges
- **Alex** to contact OUSU re: pronouns in the constitution
- **Lily** to continue organising OUQC (and OULES) crewdates
- **Alex** to send **Molly** last term's minutes
- **Molly** to update website to include the minutes
- **OUHPSoc** to propose to **OULES**

Present

Alex Homer (President), Lauren Forwood (Secretary), Molly Chell (IT Officer), Amy Chard (PR Officer), Lily Miles (Food & Drinks Rep), Tom Lear (Quibbler Editor).

Also in attendance

Chinvati, Sophie, Charlie, Laurel, Madi.

Apologies for absence

Kalina (Treasurer).

Minutes and matters arising

1. Minutes of previous meeting

The minutes of the previous meeting were unanimously approved, with minor corrections.

2. Domain registration

Alex noted that this has been done.

3. Yule Ball account

Lauren noted that this is in progress. **Action: Lauren to complete signatory change and transfer to Lily and Alex.**

4. Bank account

It was noted that the signatories on the Society bank account now need changing again. **Action: Lauren to add Alex and Kalina as signatories.**

General business

5. Facebook group policy

It was noted that an official policy is needed for declining people asking to join the Facebook group. Contacting people brings up issues with using Committee member accounts. It was agreed that the Society should have a Facebook page containing only the termcard and use that page to contact people wishing to join. **Action: Amy to create Facebook page.**

6. Termcard and upcoming events

It was noted that the termcard must be sent to the Proctors for reregistration.

6a) Casual Games & EGM

There was nothing to report.

6b) Fantastic Butterbeer and Where to Banter

It was noted that several of the topics suggested on the Wizengamot Facebook groups were jokes, but that we still have sufficient motions for the event. In order for the event page to be spoiler free, the poll for debate topics should be hosted on a site other than Facebook.

6c) Triwizard Task 1: Crafts

Dragons were suggested as a theme for the crafts night. Tom noted that not all dragons are curvy. It was agreed that the task should be to build a castle, with points for appearance and stability, and then that a toy dragon should be launched at them ('dragon attack'). Bonus points will be available for naming the dragon. It was noted that craft supplies would need to be decided on and purchased. **Actions: Amy to purchase a toy dragon, and Alex to post in the Wizengamot group to coordinate supplies.**

6d) Game Show Quiz Night

Lily noted that she had already completed half of an Only Connect round. Alex, Sophie and Tom volunteered to write rounds for Blockbusters, The Chase and Arithmancywang respectively. It was agreed that Alex McCormick should be contacted about his Weakest Link rounds in the past, and that a Google doc (or similar) should be created for the writing of questions. **Action: Alex to contact Alex, and shared document for question writing to be created.**

7. Standing orders amendments

It was noted that we needed to change the standing orders before moving on to the Yule Ball point. Alex proposed the new Standing Orders, seconded by Lily.

Result: the new standing orders were unanimously approved and henceforth adopted by the Society.

8. Yule Ball

Under the new Standing orders adopted above, a Yule Ball Coordinator must be appointed. Lily nominated herself for the position (seconded by Alex), with no other nominees, and an election was held.

Result: Lily was unanimously elected and therefore assumed the position of Yule Ball Coordinator.

9. Cast member talk

The idea of a talk by a Harry Potter cast member had previously been suggested. It was agreed that Amy, as PR Officer, should use the official Society twitter to contact cast members with the aim of organising some kind of talk for a charity of the cast member's choice. It was suggested that we should get Nigel, but decided that the decision of which cast members to contact would be left to Amy's discretion, with the help of Molly. **Action: Amy and Molly to decide on and contact cast members using Twitter.**

10. Merchandise and profit

It was noted that while there are some issues with making a profit on Society merchandise, we should not be making a loss, and that no more stash should be ordered until the mugs have been sold. The non-Committee Society members present were asked about their preferences for future merch, with more clothing (e.g. T-shirts) and 'things with utility' (coasters, tote bags) suggested. Vistaprint has a wide range of options. It was suggested that in future we should have some kind of pre-order system, as many of the people who requested mugs didn't buy one.

11. Thank you for Alec

It was noted that while Alec did not succeed in booking the EPA centre (as he isn't a committee member), a thank you for his efforts would be appropriate. **Action: Lily to ensure that a box of chocolates is bought for Alec.**

12. Fantastic Venues and Our Struggle to Find Them

It was noted that for various reasons the Society have had difficulty finding an appropriate and affordable space for events this term. Amy had previously suggested contacting OUSU to see if they had any solutions to this issue. **Action: Alex to contact OUSU.**

Several venues may be available as solutions for Trinity Term. Lily noted that she would know if the Hertford rooms are free to use once her Battels are paid, but this is not ideal as rooms are not accessible. Alex noted that Wolfson have been great and are a useful fall back in future. **Action: Lily, Kalina and Molly to look into rooms at their respective colleges.**

13. Any other business

Alex noted that we should also contact OUSU about the issues with changing he/she to they as a gender-neutral pronoun in the new standard constitution. **Action: Alex to contact OUSU.**

Tom suggested that Madam Hoot be made a member of the committee. No one agreed.

Lily noted that venues for crewdates (specifically the upcoming OUQC crewdate) had not been decided, and that Jamie hadn't responded to her message about it. **Action: Lily to continue organising crewdates.**

Alex noted that he hadn't uploaded minutes from the previous term to the website as the standing orders require. **Action: Alex to send Molly the minutes, and Molly to create a minutes page on the website and upload.**

Tom noted that The Quibbler is nearly done.

Lily proposed that we propose to the Oxford University Light Entertainment Society (OULES) at the crewdate later this term, with whom we are currently going crewsteady. Alex seconded the crewproposal, and the motion was unanimously passed. **Action: OUHPSoc to propose to OULES.**

Lauren noted that we completely forgot to actually decide to hold a ball, and as such the Yule Ball Committee was still inactive. Alex proposed that the Society shall organise a Yule Ball to be held in Michaelmas Term 2017, which Lauren seconded. The resolution was unanimously passed.

There being no further business, the meeting was closed.