

Minutes of the Imperial College Union  
Clubs, Societies and Projects Board  
10 December 2015  
Room 1 & 2, 18:00

Deputy President (Clubs & Societies)	Ben Howitt
Deputy President (Finance & Services)	Chris Kaye
A&E Chair	Enric Juan Alocer
RCSU Chair	James Badman
RAG Chair	Will Daubney
RSM Clubs and Societies	Esme Stallard
ACC Chair	Toni Semmence
CGCU Chair	Andrew Olson
<b>Observers</b>	
Student Activities Coordinator	India Jordan
Student Activities Manager	James Lindsay

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## Formal Business

### 1. Chairs Business

#### 1.1 NAC / ADB Updates

- a) It is noted that the dates for the New Activities Committee is the 26 January
- b) It is noted that that the dates for the Activities Development Committee is the 21 January

#### 1.2 Upcoming deadlines

- a) It is noted that the Tours deadline is 19/01/2016

##### ACTION:

- a) Deputy President (Clubs and Societies) to check the tour date on eActivities

#### 1.3 Membership Targets

- a) The Deputy President (Clubs and Societies) talks the board through membership targets
- b) It is noted that The Deputy President (Finance and Services) will be representing CAG during budgeting.

#### 1.4 Unfilled Committee Positions

- a) It is noted that there are unfilled positions on the CAG and OSC Exec committee's

### **1.5 Refresher's Fair**

- a) It is noted that the Refresher's Fair will be on the 27 January 11:00 – 15:00

### **2. Minutes of Meeting – 17 November 2015**

- a) The board review the minutes from the last meeting
- b) The board then moved to a vote to accept the minutes as accurate

#### **Resolved:**

- a) The vote passes

### **3. Matters Arising**

- a) It is noted that there are no matters arising

### **4. Finance Report**

- a) The Deputy President (Finance and Services) talks the board through the finance report
- b) It is noted that SCC Finance are working to reduce their SGI

### Matters for Decision

### **5. Management Group Reports**

- a) It is noted that the Management Group reports will be available to complete via eActivities

### Matters for Discussion

### **7. Budgeting Training**

- a) It is noted that training on budgeting is happening now
- b) The Deputy President (Clubs and Societies) reminds the board to ask clubs to attend

#### **ACTION:**

- a) The Deputy President (Clubs and Societies) and the Student Activities Coordinator to book rooms for budgeting

#### **ACTION:**

- a) The Deputy President (Clubs and Societies) to forward the CSPB Budgeting email

Meeting ends at 6:45pm.