



MINUTES OF THE PROCEEDINGS
of the fourth ordinary meeting of the
ARTS AND ENTERTAINMENTS BOARD
of the
Imperial College Union
in the 2014/2015 Session

The meeting of the Arts and Entertainments Board was held in Room 407A, Electrical and Electronic Engineering Building on the 15th January 2015 at 18:00.

Present:

Arts and Entertainments Board Chair	Jonathan McNaught
Arts and Entertainments Board Treasurer	Rachael Fletcher
ArtsFest Chair	Sofia Qvarfort
A Capella Secretary	Bethany Hall
Chamber Choir Chair	Joseph Hoggett
Chamber Choir Treasurer	Maria Schofield Legorburo
Chamber Music Treasurer	Adrian Leung
Choir Chair	Beth Woodhams
Choir Treasurer	Rohan Arambepola
DramSoc Treasurer	Chris McDonnell
Fashion Society Treasurer	Thomas Davis-Diaz
Gospel Choir Treasurer	Efi Andah
Guitar Treasurer	Yuning Zhou
Big Band Treasurer	Tom Burnell
Cinema Chair	Jack Steadman
Cinema Treasurer	Luke Granger-Brown
Jazz and Rock Chair	James Targett
Jazz and Rock Treasurer	Ethan Haley
LeoSoc Co-Chair	Kieran Ryan
Music Tech Chair	Beni Bienz
MTSoc Chair	Harriet Campbell
Orchestra Treasurer	Heather Jeffery
Sinfonietta Chair	Enric Juan
String Ensemble Chair	Katy Sayer
String Ensemble Treasurer	Raymond Williams
Wind Band Chair	Rachel Januszewski
Wind Band Treasurer	Camilla Compton

Apologies:

Comedy Society Representative

Absent:

Design Collective Representative

Calligraphy representative

1. **APOLOGIES:**

The Chair reported that Comedy Society had sent apologies.

2. **MINUTES FROM LAST MEETING**

Approved unanimously.

3. **IMPERIAL SCIENCE COMMUNICATIONS TALK**

Talk given about how societies can get involved in Fringe (theme: light) and Festival

4. **MATTERS ARISING**

- Meeting 18 January to clean out the Great Hall cupboard
- LeoSoc, Fashion, MusicTech – still have naughty officers
- MTSoc and A Cappella – Meeting room 3,
 - Email from Yas where she says it's usually free
 - Yas will follow up to find out why they can't book it
- Why Life and Associate members don't count: it is because College give money for students, not staff as previously stated.
- Jonathan has brought up E-activities with Alex Savell (DPFS)
 - Cannot have a bar that shows grant and SGI progress.
 - Everyone needs to make sure they have spent as much grant as possible
 - E-activities would require a full rewrite to add the bar
 - Harlington and such have to be kept separate, so cannot incorporate into the structure
 - Progress bar would not work because the money would come in because the membership fluctuates. Some consumables, grant can be used for, eg. Drumsticks, but not for food. That's why it can't be just one bar, it's too complex to incorporate
 - Also, transparency issue, union cannot touch SGI, but grant can come back to the Union. If not kept separate, this would be mixed up
 - He does agree that e-activities should be re-written

5. **CHAIR'S BUSINESS**

- Majority of time at this meeting for budgeting and ArtsFest.
- Update: the Chair is meeting with Charles Gallagher about bookings.
- Storage complaints have been taken to Abi (DPCS) , she's looking at storage and will take care of it soon
- Tours policy: queries noted and will be fed into Policy (probably after budgeting)
- ArtsImperial – should become larger, crucial thing is that the next meeting is moving, and will get more important people in it. Then it should filter down to people who need that.
- Key 48 will be followed up by Abby.
- Clash calendar is online – please add stuff! Positive feedback from groups.

6. **BUDGETING**

- Those who went to the Union talks on budgeting thought that they were useful
- An indepth budgeting guide was given to clubs.
- Don't build budget straight onto e-activities – things will get deleted. Do it on a spreadsheet first.
- Particular guidance given about changes this year (SGI justification box and Income column)
- Some questions about the relevance of Income column- e.g. ticket sales not directly linked to one budget line- Chair to follow with DPFS and will email result.
- Clubs advised that the opportunity would be given for a meeting with Chair / Treasurer during week before AEB deadline, and then the Chair/ Treasurer would analyse all budgets the following week to pick up anything.
- People should start budgeting now
- Deadline 23rd of January for AEB, 31st January for editing overall.
- MG will then assign preliminary amount, this will then go to CSPB.

7. **SECRETARY'S BUSINESS**

Items covered within Chair's Business due to absence of the Secretary.

8. **ARTSFEST BUSINESS**

- Under a month to go until ArtsFest
- Confirmation of societies was made- more than we've had for a while
- Publicity sent round imminently- including template for you to make posters from.
- Publicity is crucial to success- onus on clubs to advertise their own events with support from Exec.
- Societies events are their responsibility, Chair and ArtsFest Chair will be around to help but can't do everything.
- Fringe Ideas were bounced.

9. **AOB**

None recorded.

10. **NEXT MEETING**

3rd February 2015, 18:00 in EEE407A.

Meeting concluded at 19:00.