



MINUTES OF THE PROCEEDINGS  
of the fifth 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 407, EEE Building on the 3<sup>rd</sup> February 2015 at 18:00.

***Present:***

Arts and Entertainments Board Chair	Jonathan McNaught
Arts and Entertainments Board Treasurer	Rachael Fletcher
ArtsFest Chair	Sofia Qvarfort
MTSoc Chair	Harriet Campbell
A Cappella Chair	Henry Harrod
Orchestra Treasurer	Heather Jeffrey
Big Band Chair	Isabelle Barrett
Sinfonietta Chair	Enric Juan
Music Tech Treasurer	Jonas De Beukelaer
Comedy Society President	Peter Munton
Guitar Treasurer	Yuning Zhou
Choir Chair	Beth Woodhams
Wind Band Chair	Rachel Januszewski
String Ensemble Chair	Kathryn Sayer
Cinema Chair	Jack Steadman
Jazz and Rock Chair	James Targett
LeoSoc Chair	Kieran Ryan
Design Collective Treasurer	Vlad Podgurschi

***Apologies:***

Arts and Entertainments Board Secretary  
DramSoc  
Chamber Music  
Chamber Choir  
Gospel

***Absent:***

Fashion

## **1. APOLOGIES**

The Chair reported the above apologies.

## **2. MINUTES OF LAST MEETING**

The minutes of the previous meeting were accepted unanimously.

## **3. MATTERS ARISING &**

## **4. CHAIR'S BUSINESS**

The two sections were combined and the following points were discussed:

- Great Hall Cupboard has been cleared and reorganised successfully. There will be a sign on the door with a specified layout. Each club have an assigned area for music and longer term storage as well as for shared equipment. It is imperative that clubs keep to this to ensure that the work does not go to waste. Note that some equipment may now be stored in the second cupboard at the very back.
- There have been some issues with key card access to the Great Hall cupboard – Richard Dickins is aware.
- Reported that there have been no further problems with booking Meeting Room 3. Anything which does arise should be directed to the Student Activities team, and can be brought up again at AEB.
- College Rehearsal and Concert Spaces- the Chair met with Charles Gallagher to discuss. Chair believed that whilst these have caused a large number of issues in the past, this is improving- this was passed onto Charles. Two main issues were raised: the state in which rooms should be left when they are found in a mess (and the club could face a fine if not left as they should be, but it is not clear what this should be!) and the procedure when a priority booking causes a shift at the last minute. Whilst Charles is in a difficult position in the last point (it is obviously not his department's fault!), the Chair did ask for earlier notice where possible, and some priority given to finding a suitable alternative venue.
- ArtsImperial Meeting. The Chair met with Richard Dickins and Stephen Richardson (Associate Provost) to discuss the direction of this Board and what its aims and purpose should be. This has led to more senior figures being invited to the Board meeting, notably including Debra Humphris (Vice Provost Education) and Pamela Agar (Head of Digital Communications). The first meeting of this new board was a great success with much useful input from Debra and Pamela- who showed great support for ArtsFest and the other excellent events being put on by Arts Societies. Aside from publicity for ArtsFest, Pamela did offer help with advertising general society events and the Chair will further investigate this after ArtsFest is over.

## **5.       TREASURER'S BUSINESS**

- Societies were thanked for their work on budgeting, and the rest of the budgeting process was explained. This included the meetings for the Chair and Treasurer, approximate timeline, and appeals.

## **6.       ARTSFEST BUSINESS**

- The use of the Business School has been confirmed, Sherfield almost certainly confirmed.
- Flyers and Posters have arrived, some were given to those present to distribute.
- There will be a photographer covering most events during ArtsFest. Photos will be available to societies afterwards.
- Each society representative present gave a brief update on their relevant events.

The meeting concluded at 18:20. The next meeting is 9<sup>th</sup> March 2015 in EEE407A.