**The Holt Committee Meeting Minutes**

 *26/02/2018*

*A meeting of the Holt Committee was held at 7*:30 *pm on Monday*

 *in the Holt Common Room.*

**Present**

Chairman *(Hazel)*

Vice-Chairman *(Ben)*

Action *(Jake H, Darcey)*

Media *(Liv, Charlotte)*

Sport *(Evie, Sammy, Jeffery)*

Social *(Aleyna, TJ)*

Welfare and Diversity *(Chloe)*

Treasurer *(Jake P)*

Stash *(Bryan)*

RAG *(Kiego,)*

**Apologies for Absence**

Sport *(Ella)*

**Not Present**

N/A

**Actions and Amendments on previous minutes**

None.

**Items to Discuss**

**Wardens**

* 21 going to committee high tables

**Chair**

* Faraday hall chair asking if anyone wants to split a boat party
	+ Maybe advertise it as a smaller event, so notice isn’t taken from summer ball
	+ £25 for ticket (including food, open bar & travel)
	+ Post poll for who’s interested in it with info
	+ Wednesday 14th
* Monthly ‘here’s what’s coming up email’
* Gold card event after Nando’s
* Find out when we need to start fresher helper process

**Vice-Chair/FREEC**

* People want Table tennis
* Meeting with Nat went well
	+ Thermostats now installed on radiators in common room
	+ Looking into getting a small growing space in the holt garden
	+ Naomi has been added to freshers page
* General points:
	+ Committee polos need ordering
	+ Look into setting up an online stash store (hazel to message hall chairs about how they do this)
	+ Need new pictures for the holt website
	+ Camera being given to Bryan at basketball
	+ Media looking into setting up a google calendar on the holt website

**Treasurer**

* All purchases go through Jake before bought
* Company owes us £500 for ball, Sophie following up

**Action**

* Dog walking on Wednesday 12 – 3
* Eater food drive
	+ Creative submission needed
* Volunteer week went well

**Media**

* Look into a google calendar
* Go to sports messages with professional shots
* Camera off of Nitin ASAP
* Chase winter ball photos

 **RAG**

* All doughnuts sold
	+ Raised a total of £120
	+ Complete challenges after next committee meeting
* 2 rag raids, 1 Cardiff & 1 London

**Social**

* E&E social on Friday
	+ Green Punch
	+ Dress green (glitter & paint)
* Need bucket & jugs
* Look into 2 smaller water butts for freshers
* Take lids of punch before party
* Large cups for punch party
* DBE early bird tickets almost sold out
* Holt day in May just before exams
	+ May bank holiday last year
* Summer ball needs to be arranged
	+ Plan meeting to decide on summer ball
* End of term punch party
	+ Action Army theme

**Sport**

* 4/5 events called this weekend
* Signup sheets for sports in future
* Lack of use of pro team
* Door knocking for participant’s
* Post on Instagram (all IMS)
* Awards evening at end of year for action, rag and sport

**Stash**

* Ask Nitin for polo and jacket design
* Can start making stash

**Welfare and Diversity**

* 27th – Proud Talent show in room 1 at 6.45
* 1st – mental health fayre 11:30 – 3 in LSU
* 7th – Women’s march meeting on union lawn at 1pm

**Actions**

**Chair:**

* set up a monthly email
* Get Callum to email you fresher helper plan
* Message other hall chairs about there online stash shops

**Vice:**

* Add Naomi to fb chat

**Media:**

* set up google calendar for ims, action Socialand rag events
* Message nittin for camera and photos
* Poster for E&E punch party

**Social:**

* Meet with Emma about holt day
* Setup meeting to begin organisation of summer ball
* Plan E&E punch party
* Plan end of term punch party
* Set up poll for faraday boat party

**Sport:**

* Promote events more using social media and photos & door knocking for large events
* Create an award point system to allow awards to be given out at end of year to praise participation

**Stash:**

* Message Nitin about committee polos and jackets (needed ASAP before Easter)
* Start designing stash and making polls to see what people are interested in buying

**Any Other Business**

**Date of next meeting**

*Meeting was concluded at 8.50 pm*