



**SAINTS LGBT+ COMMITTEE MEETING
AGENDA**

DATE: 2019:5:1 :
Committee Room

1.0 Adoption of the Agenda

1.1 Agenda

2.0 Attendance

2.1

1. President
- 2.
3. Wellbeing Officer
4. Secretary
5. Treasurer
6. Marketing Officer
7. Queerfest Coordinator
8. Volunteer and Outreach Coordinator
- 9.
- 10.
11. Trans and Non Binary Officer
12. Design Officer
- 13.

3.0 Apologies for Absence

- 3.1** Postgrad Officer
- 3.2** Social Officer
- 3.3** First Year/Campaigns Officer
- 3.4** Glitterball Coordinator

4.0 Minutes from Previous

4.1

5.0 Matters Arising from Previous Meeting

5.1

6.0 Events Postmortem

6.1 Pride

High attendance, 100 up from last year

6.2 AGM!

6.3 Lesbian visibility day

6.4 SAAM march

Good turnout, went well

7.0 Upcoming Events

7.1 Beach Day

7.2 PG coffee

8.0 Committee Reports

8.1 President

Last Week: Started handovers

got quoted in the saint for pride and gender neutral language and also in tay fm for pride

This Week: Handover for the other two

To Discuss: Committee orientation: [PLEASE EVERYONE FOLLOW ALONG HERE](#) 3

Beach Day

PG coffee

Clothing Drive

Wellbeing Budget

Treasurer will find cost of stand up banner (~£30)

Buttons that say saints lgbt

- Pronoun buttons too

Better containers for clothing drive

Binders (+ other items) (Trans/Non-binary can u make a request form)

- Trans/Non Binary Officer has spreadsheet

Print queer peer cards

- single-sided, info about queer peers

Order more stickers, more rainbow flags

Tote bags for freshers with logo?

LGBT+ books for library

New platform for website

Gay Saint revival/ Newsletter?

Boardgames for socials? (Settlers of Catan!)

Events Meeting

Schedule for a friday/saturday

- Pres/ Secretary will send out poll

Bring a list of events you are interested in

- Can find on events calendar which are already booked in/planned

- Be aware of wellbeing of attendees

It'll be long, so bring snacks to share (and I'll bring stuff as well) (check allergies

please)

Photos

We can do on same day as events meeting

8.2 Social Officer

Last Week: Handover done, noted down itinerary for summer tasks

This Week: find events calendar for next year and begin planning

To Discuss: Committee social?

- Create poll to do a committee social (Potluck & eurovision!!!!)

- Book room for eurovision watching, projector

8.3 Wellbeing Officer

Last Week: Had my handover!

This Week: Looking into the stuff that I need to do over the summer in preparation for the start of next semester.

Also thinking of potential ways to spend the last of the wellbeing budget, possibly books for the lending library.

- Coordinating training ie. active listening, got consent, condoms, capod etc.

- Come to Wellbeing if want to help with making consent workshops more

inclusive/queer

focused

8.4 Secretary

Last Week: Had my handover

This Week: Weekly email, anything to put into it?

Need to speak to Marketing about clicks

Put minutes on website

8.5 Treasurer

Last Week: Handover

Created excel spreadsheet for remaining wellbeing budget
Spoke to Jillian about Sub-com treasurer training and changing over signatories on the account.

This Week: Purchasing items agreed upon (Binders, buttons, stand-up banner, queer peer cards, clothing drive containers)
Create a list of places in town to ask for Sponsorship
Changeover signatories on the account.
Starting general treasurer duties (receipts etc.)
Paying invoice for Glitterball 2019 Security.

To Discuss: Explain to committee how I want receipts given to me and approximate time it will take to get

money back.

Establish if anyone has specific needs in terms of speed of return of money

- Go to Treasurer for any issues if need fast return

8.6 Marketing Officer

Last Week: Completed Handover

This Week: Creating event for and promoting PG Coffee and Chill, Beach Day

8.7 Queerfest Coordinator

Last Week: Handover done

brainstormed in re: events and logistics for preliminary ideas for QueerFest events and potentially opening up applications for QF subcommittee

- Look at space issues ie. locations around St Andrews

Contacted Just So Society about potential collaboration on Rocky Horror.

This Week: Contacting folks to form a Drag Walk subcommittee (max 2 people plus President)

- Have ideas for who to join subcommittee, sort that out over the coming weeks
- Last years choreographer and stage manager

Contacting university in re: spaces for the QF history museum

Preliminarily brainstorm DW/QF graphic design

Worth mentioning: President reminded me that nothing can be set in stone in re: QF

until

July when the sabbs hand over.

QF subcommittee creation, wait until next semester

QF and Transfest sort out timings with each other etc.

8.8 Volunteer and Outreach Coordinator

Last Week: deciding when to do the handover

This Week: meeting last volunteer coordinator for handover

8.9 Campaigns/ First Year Officer

Last Week: March for SAAM- very happy with the turnout, the poster making was really cute.

This Week: /

To Discuss: I want to do SAAM again next year.

8.10 Postgrad Officer

Last Week: /

This Week: Hi!! Sorry I am not here for this meeting and thank you to [insert mouthpiece name here] for

reading out my ramblings.

As PG officer I:

- Reach out to postgrads for participation in events, festivals etc through mostly PG society connections, but also St Leonards college and schools
- Run PG events (have done wine tasting and run PG coffee meetups, just like the orientation ones)
- Help with organisation of other events, general setup and also behind the scenes for Pride and [say other things I have contributed to my brain is maths mush] [have I done anything useful oh boy I hope so]

Come to me for:

- If you want PGs to come to your events! & anything PG related
- If you need wine (really though Peter @ the wine co is so lovely and gives us discounted wine)
- If you need a general hand with room booking/risk assessments/planning

8.11 Trans and Non Binary Officer

Last Week: Completed handover.

Gathered requests for trans products to be purchased with the remaining funds (will send this along with estimated cost to Treasurer).

This Week: Gathering more requests and ordering requested products.

- Planning events ideas (for TransFest) to bring to Saints LGBT+ event meeting.
Begin collecting/organising collections for clothing drives.
- Firm up storage and collection

8.12 Design Officer

Last Week: Had my handover

- involved brainstorming some new ideas for the coming year in terms of revisiting old design work such as the website, and possible new projects like a newsletter

This Week: Will be thinking up design ideas to implement over summer!

- New events banners for beach day + feedback

8.13 Glitterball Coordinator (in camera)

Last Week: handover

This Week: more handover

8.14 Contributions from Sabbatical Officers

9.0 AOCB

10.0 Student Councils' Business

11.0 Open Forum (in camera)