

Cameron Hall-o-Ween Meeting 16/09/2021

Attendance

- Will Jacquet (UniSFA)
- Grace Fowler (UCC)
- Alex Barker (UCC)
- Nina McManus-James (Unigames)
- Liam Mckay (Panto)
- Jazz White (UniSFA)
- Clare Boon (Panto)

Apologies

- Vikrum Sithambaram (Unigames)

Absent

Start Time

- 13.30

Previous Minutes Uploaded?

- They have been uploaded to the discord group.
 - Up to the club representatives to hand the minutes to their clubs.

Past Action Items

Everyone

- Research about venues we can use.
 - Ongoing.

Liam

- Work on the budget with help from people if he needs it.
 - Ongoing.

Clare

- Ask her committee who has their RSA and is planning on attending the event.
 - Ongoing.

Venue

Tav

- Will and Grace talked to the Tav:
 - It would cost \$874 due to Weekend hire cost for \$660 and an extra \$214 as the Tav doesn't have a liquor licence on Sundays.
 - They're free on the Monday and Tuesday and it's free if we don't use their equipment and if it finishes before 7pm.
 - If we're using their equipment, it's \$440. It's also \$440 even if we don't use their equipment, but the event finishes after 7pm.
- If we book the Tav it'll have to be a Monday or Tuesday.
 - \$20 tickets, no security and \$100 food budget.
 - With 28 people gives \$15 profit total.
- Grace Moves To: Hold the Cameron Hall-o-Ween at the Tav
 - Will seconds.
 - Unanimous.
 - Clare hadn't arrived yet.
- Will Moves To: Hold it on
 - Monday the 15th of November.
 - Grace seconds.
 - 5 Passed, 1 Abstain.
 - Have considered changing the date, but are leaving it for now.
 - Clare hasn't arrived yet.
- Will Moves To: Hold it on
 - Tuesday the 16th of November.
 - Grace seconds.
 - 6 Abstain.
 - Clare hasn't arrived yet.
- Jackie comes in to ask us to not hold the event straight before camp.
- Clare joined 13.53
- The Tav is available on the 21st and 25th - 29th
 - The Photography club is holding an event from the 18th - 20th and will be packing up before 5pm on the Thursday.
- Will moves To: Change the date from Monday the 15th of November to Thursday the 21st of October.
 - Liam seconds.
 - Unanimous.
- Liam knows a place that might be a bit costly.

- In Leaderville called Oxford Hotel.
- Best room might be a bit costlier than the Tav.
- <https://www.theoxford.com.au/menus/functions-package.pdf>
- Weekdays \$330
- Weekends \$445
- Is cheaper, but has travel distance.
- Don't know if it's available.
- Put this as a option for next year on the handover sheet.
- There is also
 - https://www.nedlands.wa.gov.au/sites/default/files/2020-2021%20Event%20Fees%20and%20Charges_0.pdf

Time and Date

- Planning on holding the event on Sunday the 14th of November.
- It is possible to hold it the week before study break, but that would be pushing it and not a lot of time organising it.
- Will now be holding it at the Tav on the 21st of October at 7 pm.

Certificates

RSA's

- Has it?
 - Clare
 - Jazz
- Is interested in getting it?
 - Grace

First Aid

- Has it?
 - Nina
- Is interested in getting it?
 - Grace

Drivers License

- Has it?

Student Leadership Training

- Has it?

Mental Health First Aid

- Has it?

Food Safety

- Has it?
 - Grace

Sexual Harrasment/Assult

- Has it?

EMP

- Need to submit the EMP 4 weeks before the event.
 - Need to submit it before next week Thursday to hold the event on Thursday the 21st October.
- Need to have EMP approved before we can start to advertise.
- ACTION Grace and Liam To: Complete the EMP before next week Thursday.

Advertising

- Grace is keen to do a poster.
- Facebook event
- Discord

Promotional Events?

Ticketing

- Online?
 - Have to adjust prices if using online ticketing.
- Jazz has suggested we use paper and sell them in the clubrooms.
 - Will finalize ticketing once the budget is done.

Timeline

- 13th September Week 7
- 20th September Week 8
 - EMP DUE, if we want to do it the week before study break
 - EMP DUE BEFORE THURSDAY THE 23RD OF SEPTEMBER
- 27th September Week 9
- 4th October Week 10
- 11th October Week 11
 - Week of event, Thursday the 21st of October
- 18th October Week 12
 - EMP DUE, if we want to do it the week after exams
- 25th October Study Break
- 1st November Exams Week 1
- 8th November Exams Week 2
- 15th November Holidays Week 1
 - Proposed week of event

Decorations

- Smoke machine?
- There's a box of communal decorations in the hallway.
- ACTION Grace To: Look through the decorations in the hallway.

Games

- Costume party?
 - Prize for best dressed?
- Guess the concoction
 - Not for people with dietary requirements.
 - Difficult in the Tav.
- Werewolf
 - In the loft maybe?
- ACTION EVERYONE To: Go to your committees and think about games.
- Quiz night games?

- Spooky lolly jar.
- Facepaint
- One nice prize for a raffle?
 - Every club donates or buys a prize to put in the raffle, spooky themed.
 - Or have a prize budget.
- People can change the playlist for a goldcoin donation
- Prizes
 - \$20 per club all spooky themed.
 - Grace Moves to: Spend \$20 to buy prizes and clubs can donate other prizes if they wish.
 - Will seconds.
 - Unanimous.

Catering

- Tav catering?
- Need to have a venue before we talk more about this.
- Have chosen the Tav.
 - Will talk more about it next meeting.

Security

- At the moment Tav doesn't think we need to spend money on security.
 - Will Moves to: Vote that we don't need security.
 - Jazz seconds.
 - Unanimous.

Budget Decisions

- ACTION Nina To: Complete the budget by next week Thursday the 23rd of September.

General Business

- Need to make a themed playlist.

Action Items

Grace

- Complete the EMP before next week Thursday.
- Look through the decorations in the hallway.

Liam

- Complete the EMP before next week Thursday.

Nina

- Complete the budget by next week Thursday the 23rd of September.

Everyone

- Go to your committees and think about games.

Next Meeting Time

- Every week on Thursdays at 13.20pm.

Meeting Ended

- 14.39