

# Meeting 8

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Meeting opened: 3:06 PM

Meeting closed: 3:34 PM

Present:

- CFC
- PCS
- DSC
- UCC

Absent:

- CSSC
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## Standups

CFC

- Tav evacuation plans familiarised.
  - In case of emergencies, Tav staffs whip out the "warden" hats from one of the compartments behind the counter and meet up up-stairs. Two wardens (staff now referred as "wardens") are sent to the two emergency exits at the front of the tav and making sure everyone's getting out, other wardens check the bathroom, and others rooms in the tav to make sure no one is left behind. There is also an emergency exit in the Tav where peeps can get out from and there's one through the staff-only part where all the wardens will leave out from after all customers have left
- poster finalized
- Can provide printing for posters

UCC

- Confirmed approval for the budget.

DSC

- Eventbrite is done. Need bank account deets

CSSC

PCS

- Submitted EMP - yet to be confirmed
  - Added some T&Cs to budget so everyone is on same page
  - Will email to confirm booking with Tavern
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## Agenda Items

- Confirm budget for prizes - So everyone is budgeting \$40? ⇒ so \$200 prize...?
  - Can sort out
- Lets get the promotion started
  - Discord Posts (@everyone on every tech club discord)
  - Posts to every tech club's Social media
  - Print out posters and email appropriate authorities for permission to stick them around
- Finalise Question and Powerpoint
- Don't need security 😊

## Action Items

- @Div Bhaw Chuck the Facebook and Instagram version picture of the Tech Clubs Quiz Night poster on discord
- @All-Clubs - Post that a "Tech Clubs Quiz Night coming soon 😊" post on your social medias
- @All Clubs - When EMP is approved, post an announcement on your respective tech clubs with the announcement text posted in discord.
- @Alan Cheng Ping CSSC about prize budget
- @Alan Cheng @Mark Sim Sort out bank account deets for eventbrite

## Previous Action Items

- Discuss with your clubs if they're willing to chuck in some of their club merch as prizes. @everyone
- Choose a committee member for MC-ing from your club(out of those who are on the sub-com) @everyone
- Start creating the powerpoint with the questions @Div Bhaw
- Draft rules for the quiz @Alex Barker
- create eventbrite for the event @mark
- finalized posters and posts @Div Bhaw
- Get RedBullll sponsor from Emma @Div Bhaw
- @Ash Ithape Familiarise yourself with the tavern evacuation plan. (Finalise EMP)
- Draft rules for the quiz @Alex Barker
- Choose a committee member for MC-ing from your club(out of those who are on the sub-com) @everyone
- Start creating the powerpoint with the questions @Div Bhaw
- Submit EMP for this event upon approval from rest of the subcommittee @Ash Ithape @Alex Barker @Alan Cheng
- Discuss with your clubs if they're willing to chuck in some of their club merch as prizes. @everyone