



A meeting of the LSU Media Executive Committee was held on 03/09/20 at 4:00pm virtually

# LSU MEDIA EXECUTIVE 2020-21 AGENDA

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- **In Attendance**

<b>Chair:</b> Cameron Glenwright (CG)	P	<b>Head of Lens:</b> Helen Forrest (HF)	P
<b>Vice Chair &amp; Secretary:</b> Chris Leroux (CL)	P	<b>Technical Officer:</b> Joshua Gray (JG)	P
<b>LSUTV Station Manager:</b> Ben Cooke (BC)	P	<b>Hall and Department Coordinator:</b> Lucy Sinkinson	P
<b>LCR Station Manager:</b> Lucie Lewis (LL)	A	<b>Wellbeing Officer:</b> Natalie Doyle (ND)	P
<b>Label Editor:</b> Emily Jackson (EJ)	P	<b>Marketing Officer:</b> Alicia Andrusyk (AA)	P

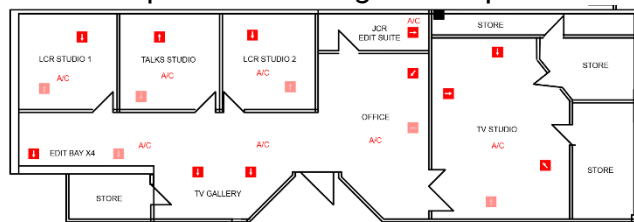
- **Minutes of last meeting**

<http://media.lsu.co.uk/wp-content/uploads/2020/07/2020-07-03-Minutes.pdf>

- **Items to Discuss**

- **Chair Update** – CG
  - Announcement made very soon about access to the Union building.
    - Current rules require masks at all times in the building unless in own office and with permission from the staff in the office.
  - Finances being sorted but basically we're getting money sorted from last year's budget.
  - Ellie Alaisha had to leave for personal reasons.
    - We are looking to elect a new Hall & Depts coordinator
  - Covid Office updates to be talked about later.
- **Financial & Administrative Update** – CL + CG
  - Finances – we've managed to secure £4,600ish of restricted funds. This covers most yearly expenses.
  - Folders are being archived and organised for next year.
  - Booking system and maglock system are being updated/sorted out.
- **Appointment of new Hall & Department Reps' Coordinator** – CG
  - Lucy was the Vice for Hall & Depts and CG has spoken to her about taking up the role.

- **VOTE: Aye – 7, No – 0**
- Halls are going to be really important this year to recruit members and to promote us throughout freshers and the year.
- **Danny Brett's Podcast – CG + LL**
  - Bring on 3 committee members from different sections of the Union and wants this on the run up to the freshers.
  - ND: Access to the building and is covid secure?
    - JG: Would likely not be held in LCR
    - BC: Could always use the zoom and set up boom mics
    - CG: Capacity in the studios would more than likely be 1
- **Sing Off – JG + CG**
  - Eurovision-style event
  - Not being held in Freshers, but more likely an option in Re-Freshers or in May-time
  - Clapping is apparently a covid risk as it encourages people to shout and cheer
- **Gogglebox – CG**
  - Freshers theme reveals have come out – a reaction video
- **Freshers content – CG**
  - Things to go out as “what is Media”
    - Putting things on the screens
  - A lot of content will involve hall reps, such as filming move in days
    - Potential need to send over training stuff for the reps
    - JG: Is there a need for that? There are only three halls moving in a day and in hour slots
    - BC: Planning on getting content out on the same day, so a mix of hall reps when we can and our content mostly
  - JG: Two years ago DMU won content of the year and it was looking at the running of freshers rather than just a montage – potential for hall reps to film this throughout their time
- **Getting back into the office and capacity – JG**
  - There's some discrepancies with the room numbers so we have created a plan to challenge LSU's plans for our office



- Perspex screens to be bought at some point
- **Memberships – CL**
  - CG: Suggests £25 for Media Membership
    - JG: Including t-shirt?
    - CG: £30 with t-shirt

- ND: If we can't do refunds/partial refunds for last year's memberships, then we should have free t-shirts
    - CL: We can always do an early-bird membership and have this membership price continue for those who had membership last year.
  - **Stash – AA**
    - Jumpers, ¼ zips, Jackets and t-shirts
  - **Any Other Business**
    - **ND:** Please come to the social and then the training, BC has a good excuse, but I've done 20 hours of LinkedIn learning for this
- Meeting Closed 17:08**

**Date of next meeting: TBC**