



A meeting of the LSU Media Executive Committee was held on 14/10/20 at 5:00pm virtually

LSU MEDIA EXECUTIVE 2020-21 AGENDA

- **In Attendance**

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

- **Minutes of last meeting**

https://media.lsu.co.uk/?page_id=5169

- **Items to Discuss**

- **Chair Update – CG**
 - I have COVID
 - Been put into a 'Silver Group' for COVID Community Champions Scheme
 - Freshers is over – thank you to everyone for putting out some amazing content and the speed at which it's been done
- **Financial & Administrative Update – CL**
 - We don't have SUMS access so don't know what memberships we have/ if we have any money
 - Stash has been ordered will do another order later next month
- **Lboro London – CG**
 - Cheaper membership because they get less opportunities
 - Discount code potential/ separate membership for London students
- **Room Capacity – CG**
 - We now have 8 people allowed in the room
 - JCR has built screens in LCR so can have two people in the studio
- **What we need to do if someone is incapacitated – CL**
 - CG + CL too look at contingencies for if people are unable to perform duties

- **Social Media Posting Schedule** – CL
 - We keep posting at the same time as each other
 - Schedule all your posts so we can each see them
 - *Alicia and Chloe to work on this*
- **Current/Future booking policy** – BC
 - Who, what, when?
 - Only committees able to access equipment
 - COVID restrictions in place
 - Is now the time to increase those who are able to access equipment when Lboro is the 11th highest rising place in the country for cases?
 - Discuss this at every meeting
- **Indoor Events RAs** – BC
 - Who's responsibility?
 - BC/ relevant section head to write RAs about individual things if they don't think the main RA covers the activity
 - CG to organise RA training for committees
- **NaSTA** – BC
 - NaSTAs this weekend – we might win awards
- **Training Schedule** – BC
 - Centrally created Training schedule to be made – please send us what training you are delivering
- **Filming things for others** – JG
 - Our kit needs to be prioritised, as well as our time, for media volunteers or media projects
 - People can use our stuff – but it must be for us/footage is available for us
- **Doing things post-Liam** – JG
 - Who is in charge when Liam leaves for Paternity?
 - Nicky Conway
- **Calendar of Events** – JG + HF
 - Is there a list of events that's going to happen?
 - Josh has created a calendar where we can put events on to that is public and is editable by people with LSU accounts
 - Training
 - Events
 - Things to be aware of
- **Among Us Social** – HF
 - Yes we'll hold one soon – ND to organise
- **Any Other Business**
 - **Rugby** – JG
 - We might be broadcasting Lboro Lightning games in November/December

Date of next meeting: 28-10-20