



A meeting of the LSU Media Executive Committee
was held on 25/11/20 at 5:00pm virtually

LSU MEDIA EXECUTIVE 2020-21 MINUTES

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)	L
LCR Station Manager: Lucie Lewis (LL)	P	Wellbeing Officer: Natalie Doyle (ND)	L
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

- **Financial & Administrative Update** – CL
 - 700 hours of volunteering
 - No financial changes since the last meeting
- **Equipment Policy Review** – CG
 - No changes since last meeting
- **Wellbeing in meetings** – ND
 - Some people not consistently attending the meetings due to not feeling like they can contribute.
 - Please make sure that everyone is asked for their opinions on a topic to ensure that everyone is heard.
 - JG: Even if you're not comfortable you need to send apologies
 - ACTION: CG & ND to contact those who have not been attending
- **Comms Update** – ND
 - Nobody sent ND anything apart from BC
 - Can't write anything if you guys don't send anything
 - ACTION: CL & GC to chase JGB & Marketing up to get access on SUMS for memberships
 - If you have things going out to Alumni, please send ND things – we will not send anything if we don't hear from every section.

- **External Projects – JG**
 - There's a middle ground to be struck between accepting everything and doing nothing for anyone.
 - We need to figure out a new way of dealing with this
 - If someone would like to accept a project from someone outside media that is given to us (not us going to them) then whoever is accepting the project needs to come up with an internal media project.
 - CG: We need to define exactly what an external project is, because there is no one clear answer
 - What do we class as 'external'?
 - CL: We could offer out these external projects to volunteers who have no experience as a training opportunity and tell the external partner that we won't deliver perfection as it's free and we use it as a 'on the job' training session.
 - JG's rule of three:
 - Are they looking for a professional product?
 - What channels is it going out from?
 - Is it promotional material?
 - CG: Multiple ideas to 'counterbalance' the external projects
- **Content – CG**
 - What sort of content can we get out because we're currently seeing a lull in stuff?
- **Refreshers Membership – CG**
 - Campaign rather than just changing the membership
 - Potential opportunity for memberships to increase over refreshers
- **LSUTV Update - BC**
 - Exec Forum
 - 1st live show of the year, interesting to work under lockdown rules with minimal crew but went well.
 - Credit to JG & JCR for their huge amount of work enabling wireless contributors
 - Final LSUTV Sports Rewind
 - Broadcast this afternoon.
 - Lboro Lightning Rugby
 - This Saturday!
 - Christmas Carols
 - In collab with Classical, Sing & CU. Individual songs/carols to go out over run-up to Christmas
- **LSUTV Spending - BC**
 - Cable Ramps
 - www.amazon.co.uk/dp/B077RWBW9J/ref=cm_sw_r_cp_apafabc_GMaUFbRNWH31A
 - Or Similar

- 3x needed @ £50 each = £150 total
 - Fibre Investment
 - <https://www.universalnetworks.co.uk/shop/fibre-optic-cables/pre-terminated-fibre-cables/>
 - 250m of 8 fibre cable
 - Cost ~£500 (inc VAT)
 - Asking to bring purchase forwards from Lboro Cycling Crit (funded event) to allow us to gain the benefits from it now.
 - Does carry the risk that we may not get the broadcast funding for LSCC but I believe this would be a good investment to make regardless.
 - Enables new capability of having cameras surrounding the pitch for our live sports broadcasts
 - This spec chosen as we expect to need approx this length and number of cores for the Lboro Cycling live broadcast in May to allow for live wireless cameras in addition to our existing fibre being used for static cameras. (Bid currently in development, see below)
 - Cost benefit over hiring as hire of similar cable would be approx £200-250
- **Lboro Cycling Crit – May 2021 - BC**
 - Paid project, work-in-progress for a bid to broadcast.
 - I will update exec once we have had our initial meeting to develop our bid plan.
- **Closed Captions for Videos - BC**
 - All Newsflash's going forwards (hopefully the back catalogue to the beginning of the year as well)
 - Not for live content, probably not for most entertainment shows.
 - I think it's best to focus where it is most useful (ie factual and news content)
- **Photo Competition – HF**
 - Christmas photo competition
 - Can I have a design?
 - Speak to AA
- **Next Social – ND**
 - 10th December
 - Every second Thursday of every month
 - Christmas Quiz/Event
 - Media Exec Secret Santa

Any Other Business

Date of next meeting: 09-12-20