

Executive Meeting
 19th February 2020, 2-4pm
 Location: Moss House, Boardroom

Members: President, Ross Loveitt (RL), Vice-President Education, Alpha Jallow (AJ), Communities Officer, Ashlea-Jayne Mallett (AJM), Diversity Officer, Paula Couto (PC)

In Attendance: Representation and Advocacy Coordinator, Cassie O'Boyle (COB), Guild Manager, Sarah Kerton (SK)

Item	Title
1	PC introduced the meeting. There were no apologies.
2	No conflicts of interest were declared.
3	Minutes of the previous meeting were approved.
4	<p>The action log was updated with progress on each action.</p> <p>RL and SK also updated the Executive about the move of ownership of GuildSpace from the Guild to the University. The Executive were happy with the move of management of the space but wanted to ensure that the Guild societies still have access to the space.</p> <p>AJ suggested there would be an agreement about the use of the space should be created, RL and SK agreed they would discuss this with the University Secretary.</p>
5	<p>The Executive approved the society but needed to make sure there was some work done around the licensing to ensure the group were legally compliant.</p> <p>ACTION 5.0: NG to update Film Society that they were approved.</p> <p>ACTION 5.1: NG and SK to ensure proper licensing is in place for Film Society.</p>
6	<p>No society funding requests were received.</p> <p>SK updated the executive that some of the society budgets that need reforecasting are in process now. SK suggested this should be a discussion at Trustee Board. The Executive agreed that the budgets should be submitted no later than the 24th February, if the societies are in the process of reforecasting already. For groups that are not in the process of reforecasting, they should be submitted to the executive by 2nd March. If groups do not get back to the Executive within the respective deadlines, the Guild will reforecast the budgets for the societies.</p> <p>ACTION 6.0: NG to let societies know about the new reforecasting deadlines.</p>

7	SK hosted a workshopping session about National Union of Students policy. The policy for NUS is due to be submitted by Tuesday 25 th February. The EDI strategy would be postponed for the next Executive Meeting.
8	RL agreed to circulate the Armed Forces Employment agreement because there is a possibility this would be an agreement that would have to be made by the Trustee Board. ACTION 8.0: RL to circulate the Armed Forces Employment document.
9	AJM agreed to proofread the media pack and send it back to Paula to correct any mistakes. ACTION 9.0: AJM to proofread media pack.
10	The Executive received a briefing about the upcoming student leader elections and agreed they would all support in terms of going out and talking to students, sharing content on social media and nominating students for the roles.
11	The Birmingham Volunteer Services Centre contacted AJM regarding a campaign about Social Isolation. AJM agreed to ask for more information about the campaign before the executive supported it. ACTION 11.0: AJM to ask for more information from BVSC.
12	There was no additional business.