

## The Ups Club Fundraising Minutes

Date of meeting: February 20<sup>th</sup> 2013

Time: 12.00

Venue: BLB Reception meeting room

Attendees: Ashley D'Aquino; Rebecca Lewis; Susana Miranda; Penny Flohr; Ines Figueiredo; Jonathan Macdonald; Tom Buist

- 1. Apologies:** Barbara Harrington; Lauren Maynard; Berni Ebbs; Nicola Whiffin; Jill Kidd
- 2. Actions from last meeting:**
  - Ashley is still trying to find out the best way of getting the plaques on the decking. She will try to go to B&Q and check for available options.
- 3. Events to be discussed:**
  - a. Smithers Tea Party – 2<sup>nd</sup> May**
    - Suggested activities:
      - o Reptiles: same set up as last year. Becki will contact them.
      - o Sponge the supervisor: Ashley will contact Emma Harris to get it re-done.
      - o Cake Bake-off / Sale: it should be done on the stage, rather than the bar. Barbara to organise.
      - o Sweets in a jar, giant Jenga, Ducks in a pond, Face painting, etc.: Students could help organizing these. Tom and Jonty will brainstorm and also get Laura Glass to help.
      - o Bouncy castle: Ashley to check hiring costs. So far from one company – 18x18 (kids and adults) £120; 12x12 (kids only) £60; Gladiator £145. Also, how much could we charge?
      - o Fire engine: Ashley to contact the local fire department
      - o Food: Becki will use last year's contacts and try to get a burger van, candy floss, ice cream.
      - o Name the sock monkey: Jonty will contact Sarah Langdon to help.
      - o Tombola / Bottles tombola.
    - Penny mentioned we shouldn't have Egg and Spoon or three legged race, as they weren't very popular last year. We should focus on individual activities.
    - Ashley proposed we start advertising 6 weeks before the party. We will flyer the nurseries, canteens, wards. We should also email all the associate members.
    - Ines and Susana to work on designing the flyers and posters.
    - Sandra Edwards can post it on the website.
    - Penny will contact Sutton Hospital for permission to use their space by the club.
  - b. Summer Masked Ball**
    - The fundraising committee has approached the Ups Club committee and they have agreed to help funding and organize this event.
    - Becki will post on both the ICR and RMH notice boards asking for volunteers.
    - Nicola Whiffin has volunteered to help and she will be able to liaise with some of her contacts from last year's Post-Doc Casino night.
- 4. Work in progress**
  - The Ups committee has agreed that improvements to the changing rooms and/or club foyer will need to start happening, to encourage fundraising.

**5. Treasurer Update**

- Berni on annual leave.
- Penny reported that some money still needs to be given to Zoe, but it will definitely get done by the end of the week.

**6. AOB**

- Nicola pointed out, in an email, that the fundraising totalizer needs to be updated.
- Tom and Becki will ask Zoe for the template, then ask Nicola to update the notice board.

**7. Date of Next Meeting:** Thursday 14<sup>th</sup> March, 5pm at pH bar.