Agenda 23.09.19

Convener (Lisa)

- 1.1. Applications
  - **1.1.1. Close on Wednesday (25.09)**
  - 1.1.2. Publicise projects that currently have few applications
    - 1.1.2.1. If some projects do not get enough applications, they can be re-opened after applications close
  - 1.1.3. The committee/volunteers sharing posts is really helpful
- 1.2. Mailing list
  - 1.2.1. 200 email addresses from Fresher's Week
  - 1.2.2. They were emailed today, which should hopefully boost applications
- 1.3. Photos
  - **1.3.1. Monday 30th, 17:00**
- 1.4. Project officers meeting to process applications
  - **1.4.1. Friday 27th 13:00-14:00**
  - 1.4.2. If project officers can look through applications before this, it would be really helpful
  - 1.4.3. Have in mind a few more volunteers than the project can take on, so they can be discussed in the meeting
- 1.5. Committee social
  - **1.5.1. Monday 30th, 19:00**
  - 1.5.2. Lisa's house
  - 1.5.3. Event will be made on the Facebook page
- 1.6. Training
  - 1.6.1. Week 3-4
  - 1.6.2. Society social for after volunteers have been placed on projects, so they can get to know each other
  - 1.6.3. Project officers can talk to their new volunteers about their projects here
- 1.7. Project officers – any questions?
  - 1.7.1. Still contacting projects and volunteers, but things are going well
  - 1.7.2. Non-active projects
    - 1.7.2.1. If projects are no longer active/do not want volunteers because they have not been attending enough, reassign people who have applied to these projects already, and close the projects
- 1.8. Event collaboration
  - 1.8.1. There are lots of organisations/charities we could work with
  - 1.8.2. For the next meeting, think of who would be good to collaborate with or what sorts of events we could do
  - 1.8.3. Union might be in touch to publicise the work of SVS to the community

Treasurer (Flora)

- 2.1. Logo and website
  - 2.1.1. This will take a while, so we should probably aim for no sooner than Refreshers
  - 2.1.2. A committee will be set up to manage this

Secretary (Aggie)

- 3.1.

Events officer (Alex)

4.1.

Publicity Officer (Grace)

5.1. Project videos
    5.1.1. Make videos about project areas/specific projects to use in re-freshers or next year
    5.1.2. It would be helpful to film with people who run the projects, or people you are volunteering with (if this is allowed)
    5.1.3. For now, it would be helpful to start talking to projects to see what they would allow, and who would want to be involved
5.2. Instagram
    5.2.1. We could take over the university or union Instagram to publicise what we do/events/projects

Development officer (Adam) - Absent

6.1.

Adults with Additional Needs P.O. (Simone)

7.1.

Animals P.O. (Georgie)

8.1. Animals projects in Fife
    8.1.1. There are not very many, so we could try and find more
    8.1.2. Dog walking, house-sitting
    8.1.3. Ask the community hospital, see if there are animals who need looking after

Befriending P.O. (Jessica)

9.1.

Community P.O (Brooke) - Absent

10.1.

Elderly P.O. (Sophie)

11.1.

Environmental P.O. (Cara) - Absent

12.1.

Youth P.O. (Chloe) - Absent

13.1.

Youth with Additional Needs P.O. (Abbey)

14.1.

AORB

15.1.