

Date: January 5/08

Minutes Taken By: Jillian Soh

Finances

Ledger of Previous Year (2007) Completed

Checks written (reimbursement)

Currently \$401.61 in account

Website

Needs to be updated with news

Event Brainstorming for the New Year

We need many small events and a few large events

1. Muggle Quiddith (Large Event)
2. Pub Crawl
3. Fireworks – end of the year celebrations
4. Caricatures
5. Busking
6. Sledding Competitions
7. Promotion Events: Flash Mobs

Finer Detail on Events

Sledding Competitions

Date: During January – check the weather often and plan for shortly after a snowfall

Three Competition Categories:

1. Fastest Sled
2. Farthest Sled
3. Relay (3 People)

Revenue:

- Entrance fees will be charged (\$1.00 per contest per contestant)
- Hot Chocolate served to the crowds
 - o kept warm by hot plates
 - o need money to purchase hot chocolate and marshmallows
 - o cups
 - o ribbon to section parts of the hill off

Prizes:

- Something in the range of \$10 - \$30

Logistics:

- people build their own ‘sled’
- or rent a crazy-carpet

Promotional Ideas:

- Facebook, website
- paint on crazy carpets (act as posters)
- make-shift sled in front of dorms

Busking

Date: beginning to mid-February

We need to acquire buskers: music, comedic, acrobatic, performances, etc.

Buskers will get a 50/50 cut of the profits

Different locations: campus/downtown/waterfront

Indoor/Outdoor performances (Mall or Killam Atrium)

How should we promote at the busking event? Use of a sandwich board

Not promotion before event – want this to be a spontaneous thing

Caricatures

Need a caricaturist

Need to pay for supplies

Set up a table as well as a promotional poster

Possible location: Killam Atrium, or outside Killam/SUB

Music to attract attention (Boombox + Geoff's Speakers + good music)

Muggle Quidditch

Date: Between Midterms + Finals

Teams: Sign-up + Register (\$2.00 each person)

During the event we can sell fan items (coloured flags) and possibly food

Location: Studley Gym or Studley Field

What is required for one game?

- 2 x 7 players
- 1 Snitch
- 3 Referees
- 2 funny commentators
- 1 Dumbledore (old professor)
- 3 x 2 hoops
- 14 brooms (BYOB, no sharpened ends)
- 14 capes (team's responsibility, should coordinate)
- 3 bludgers (dodgeballs)
- 1 quaffle (deflated soccer ball)
- megaphone
- costume for Dumbledore
- Refs in black (bathrobes?)
- commentators have funny hats

Date: January 15/08

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Agenda

- confirm meeting times (for all members, not just executives)
- get someone to attend the Risk Management Seminar
- Society Fair Participation
- Quidditch and other events

Meeting Times

- we have established that we can meet at 4:30 on Tuesdays and 5:30 on Thursdays

Risk Management

- send Geoff in

Society Fair (11-2 on Jan 34)

- contact Rosalie
- display board – 3 panels
- posters on board
- brochures on table
- Quidditch sign-up sheet on table
- poster will have text similar to the brochure
- logos
- scarf and broom for props
- Society sign-up sheet on table

Contact Rebbi

Quidditch

- what equipment do we need? We need to develop a budget to ask for grants
 - o bludgers: 3 dodgeballs
 - o quaffle: deflated volleyball
 - o 3 digit scoreboard: can be handmade
 - o ribbon: yellow, white, black, green
 - o 3 whistles for referees
 - o six hula hoops
 - o enough woo to construct hoops
 - o money box
 - o duct tape
 - o trophy
- Fanswag (\$2.00?)
 - o includes flag, chants, and a noisemaker
 - o popsicle sticks, fabric/paper, bags
- possibly food
 - o Butterbeer?

- Promote the event: press

Meeting with the Members (next week)

- ask them to help us brainstorm
- help us put together hoops
- help us put together bags
- help us promote
- call for buskers/caricaturists
- busking, promotional ideas, costs
- budget updates/news

Date: January 24/08

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Full Meeting with Members in the New Year

First Semester

- recap of where we are
- Grawood event: what did we learn?
 - o to be wary of dates – event was too close to exams and on a bad day of the week
 - o too much \$\$\$ wasted on promotional material that was ineffective
- promotional materials: posters don't work!
 - o what other ways can we promote events effectively?
 - o how to reach the commuter crowd? The residence crowd?

Second Semester

- one large scale event planned, need smaller 'cost-free' events
- Quidditch
 - o 14th March or 22nd March, need to get confirmation from Studley Gym
 - o book half a field, more than enough for the game
 - o \$39.72/hour which should be mostly covered by entrance fees
 - o how can we make more revenues at the event?
 - make entrance fee donation-based
 - sell fanswag (bags containing flag [of team colour], team chants, and a noisemaker)
 - if given permission, sell food
- Smaller Events
 - o caricaturist/cartoon drawing – Killam Library
 - o poi/busking on the streets – need to look into permits
- Bigger events: End of the year Fireworks
 - o pay \$2 to have a firework sent up in your name
 - o very tricky permit-wise