

OULS COMMITTEE MEETING

Date:	10 th May 2017	Time:	2000
--------------	---------------------------	--------------	------

Attendees	Apologies
James Sudworth	Gwyn Hopkins
India Joyce	Sarah Couling
Catherine Duggan	Lidia Dancu
Catherine Howell	
Jennifer Wharton	
Joe Beet	
Ann-Marie O'Neil	
Michael Linnane	

MINUTES

1. Welcome and apologies

2. Minutes approval from previous meeting – AGM

3. Review of actions decided in the AGM meeting

Must have receipts to claim expenses from OU - write into policies/constitution.

COMPLETE

Challenge with printing; Sophia to discuss with Ann-Marie. Large cost. Print mootung bundles at home and recompense. Cut down on bundles to save on costs. **ONGOING**

Confirm events/timetables. Summer mootung workshops and selection day in Sep TBC.

ONGOING

Open OULS bank account. **ONGOING**

Peter to sign off OUSA account. Sophia had forms; to arrange with Peter. No response from Sophia for a few weeks; James to chase. **ONGOING**

Suggestion to look at Scottish v. English law based moot. **ACTION TO BE TAKEN**

If increasing membership cost, will need more events. Incoming committee to consider.

ACTION TO BE TAKEN

Sophia also has amendments to consider. **ONGOING** – mail out for new starters in Sep/Oct. James and Jennifer to submit report on tiered membership.

4. Approval of Constitutional Wording Amendment from AGM

Upheld.

5. Co-opting of casual vacancies of Careers Coordinator

Agreed all happy with two Careers Coordinators.

James to discuss with second candidate.

Vote held if second candidate does not agree. James abstained; other votes F = 4 and J = 2.

6. Overview and approval of the new Expenses Policy

Expenses must be pre-approved.

Assume non-reimbursable unless told otherwise.

7. Invite for Committee Members to become members of the Social Media Team

Catherine D, Catherine H, James, Jennifer, Joe and Michael volunteered

Other committee members agreed.

8. Update on OU Careers Day 13th May

Finalising presentation.

Arrangements for mooting presentation made.

Social event afterwards.

9. Overview of the Tom Bingham Essay Competition Prize Giving and OU Law Lecture

Essay comp – great attendance from OULS members and winners from OULS. To run again; article to be published encouraging entries.

James and Michael printing promotional materials.

10. Mooting update

Some members entering Times2TG.

Events to be arranged after exams and decide on which competitions to enter.

Review dates/availability during Careers Day if possible.

11. News Team Update

Two newsletters published already.

Events to be recorded as 'FULL' where oversubscribed.

Encouraging members to submit articles. Reaching 1000 people including students, alumni and legal professionals. Opportunities to enhance CV and be published.

Issue with mailing list as some not receiving newsletters. Joe liaising with James and Sarah to resolve.

12. AOB

OULS emails – James happy to help with any issues.

£250 budget for OULS merchandise approved by James, Gwyn and Ann-Marie. Any suggestions for merchandise.

Finances – current budget of £392.87. Float of less than £500 not ideal but old expenses now paid. OU processing claim for £3759.86. Ann-Marie awaiting budget info for next year; financial year ends July 2017. Some outstanding expense claims for mooters; Jennifer to email Ann-Marie.

SUMMARY OF ACTIONS

1. Challenge with printing; Sophia to discuss with Ann-Marie. Large cost. Print mooting bundles at home and recompense. Cut down on bundles to save on costs. **ONGOING**
2. Confirm events/timetables. Summer mooting workshops and selection day in Sep TBC. **ONGOING**
3. Open OULS bank account. **ONGOING**
4. Peter to sign off OUSA account. Sophia had forms; to arrange with Peter. No response from

Sophia for a few weeks; James to chase. **ONGOING**

5. Suggestion to look at Scottish v. English law based moot. **ACTION TO BE TAKEN**
6. If increasing membership cost, will need more events. Incoming committee to consider.
ACTION TO BE TAKEN
7. Sophia also has amendments to consider. **ONGOING** – mail out for new starters in Sep/Oct.
James and Jennifer to submit report on tiered membership.
8. Outstanding mooting expenses. **NEW ACTION**