

Adelaide University Science Association

Sciball Meeting Minutes

Date: 11/06/2019

Location: LG18

Time: 1pm-2pm

Chair	Naomi Smith
Minutes	Rhys Morgan
Present	Matt, Ammresh, Han, River, Meghan, Zhale, Sarah, Andrew
Apologies	Joe Pritchard, Ben Weimann, Sophie Winsborough
Absent	

Item	Outline
1.	Acceptance of minutes from previous minutes
2.	SciBall Update
3.	Questions without notice

Item 1	Acceptance of minutes from previous minutes
	<ul style="list-style-type: none"> - <i>Motion to accept the minutes from the previous meeting?</i> - Motioned by Naomi Seconded by Ammresh Opposed by none

Item 2	Sci Ball Update (15th June)
	<p>SciBall 2019 will take place at Stamford on 15th of June (Saturday)</p> <ul style="list-style-type: none"> - Current info: <ul style="list-style-type: none"> - Bar outside the room - Capacity 220 - Seating - will be arranged as "First Come First Serve" - ~220 tickets have been sold - Kaitlin Michelle is our photographer for Science Ball - Decor <ul style="list-style-type: none"> - is everything sorted/organised/arrived? Not waiting on anything? - are the rock info sheets done? What still needs to be worked on? <ul style="list-style-type: none"> - Ben working on it - better to use on slides, no stress for name sheets - who is currently holding what (in terms of object decor) and who will bring it to the event? - Menu <ul style="list-style-type: none"> - \$60-\$70 for printing - 3 per A4 page - Good paper - Sarah and Matt to organise on Thursday anytime (except 10-10:30) - <i>Vote to approve - motioned by Naomi Secoded by Megan Opposed by none Approved by all</i> - are there any prizes (eg. Under-the-chair prizes?) - None - Music <ul style="list-style-type: none"> - what music system are we using? Speakers dorted, just need device with aux - Posts <ul style="list-style-type: none"> - make one on the day about the location/entrance/how to get to the room - a post on the thursday/friday to get people keen (about rock facts or something) - Photobooth <ul style="list-style-type: none"> - Vote to choose photo booth - \$499 for open booth - quite difficult - \$600 for closed booth - 3hrs - props included + backgrounds - \$700 closed - <i>Vote to approve; moved by Naomi & all approve except River & Rhys Secoded by Ammresh</i> - Photo booths: <ul style="list-style-type: none"> - Dreambooth (\$700) (open / closed) - 6 - Youreventphotoboos (700+ATTENDANT) (small, gif) - 0

- Freezeframe (\$500+attendant)(open / inflatable (but we cant fit) - 4
- *Vote to choose which Photo booth; moved by Naomi, seconded by Rhys, approved by all, opposed by naomi, river, megan, zhale*
Open: 2
Closed: 8
- *Vote to choose which the type; open or closed; moved by Naomi, seconded by Ammresh, approved by all other, opposed by river, sarah*
- Andrew to contact Dream Photoboosts; contact for design (send Sarah's design?)
- Type: oval, black
- Timing: 3hrs 8-11pm

BOOTH INCLUSIONS

- 3 designs (Oval, Square, Open).
-
- Free set up and delivery within metro areas.
-
- Free album
-
- Free online gallery
-
- 2-4 copies of prints
-
- Up to 12 people in the booth
-
- Attendant
-
- Free props 100 +
-
- Easy to use interface 24 inch touchscreen
-
- Live images in the booth
-
- Custom Design your own prints
-
- Unlimited use of the booth
-
- Green screen for superimposed backgrounds choice of 7 screens
-
- Video messaging
-
- Booths come in Black or white and also custom design
-
- Usb with all images and Prints
-
- Red carpet * If space permits
-
- Gold bollards * If space permits

PRICE

- open booth \$600 for 3 hours and \$100 per hour there after all inclusive. or Enclosed \$700 Enclosed for 3 hours and \$100 per hour there after all

- **Tasks for the night:**
 - assist special guests into hall (7 to 7:30)
Rhys & Naomi
 - bring laptop (for music and/or projections) - Rhys iPad + Laptop
 - bring adaptors (check which adapter is required)
 - set up music/sound system (5)
Rhys, Ammresh

- set up projections
 - Ammresh
- be on standby in case of music/sound issues, projection issues
- welcoming in guests (7 to 7:30) (2-4 people)
 - Sophie, Matt
- buy flowers for guest speakers
 - 2 bouquets - \$35 ea - Anything
 - Megan to get flowers
- bring wine as gifts for guest speakers
 - Rhys
- organise decor on tables (from 2)
 - Matt, Sophie, River, Sarah, Andrew, Megan
- rocks / info sheets
 - Ammresh
- fairy lights on tables
 - Sarah to bring on the day
- Move rocks from uni to stamford
- Free to set up on the day:
 - River
 - Sarah
 - Megan (after 4)
 - Ammresh
 - Naomi
 - Matt
 - Rhys
 - Andrew
 - Sophie

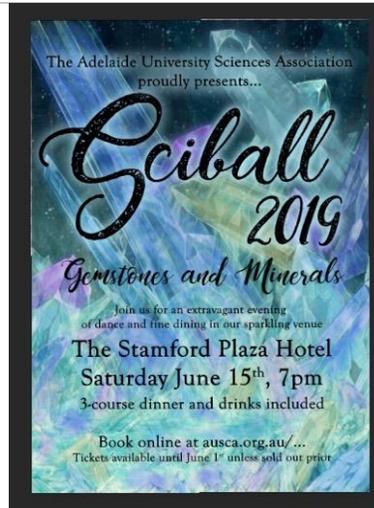
Motioned by Rhys to head to Empire pool lounge for pre-event chill

- After prep for ball is finished (SECONDED BY AMMRESH)

-pack up event decor

Rhys

Sarah, Ammresh, Matt, Naomi - Rocks



Motioned by Naomi, Seconded by Matt, Approved by all

Questions without Notice

- Do any committee members have any questions of notice that have not been brought up?