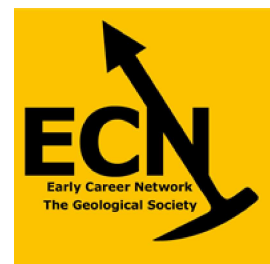


EARLY CAREER NETWORK

COMMITTEE MEETING MINUTES



Date: Monday 07th April (17:00 UTC)

Location: via Microsoft Teams

Present: Dan Hope (Chair), Jocelyn Barker (Vice-Chair), Ellen Mullarkey (Secretary), Rachael Sims (External Group Liaison, Vice-Chair), Ellie Smith, Lucy Spindler, Will Downes (Treasurer), Elisha McGowen (GSL)

Apologies: Jean-Jacques Ferguson, Harriet Warnock, Awei Mabi, Simon Groom, Ayesha Landon-Browne, River Adler Stuart, Alex Christopher

1) MINUTES OF THE LAST MEETING

Item	Actionee
Advertise EC Wildcard	RS, EM, LC, ES
Setup EC Wildcard	RS, EM, LC, ES
Advertise prep for EC Geo Award Finals	JB/RS
Share logins for GDrive etc with Lucy and Ellie	DH
Collate EC Award Finalists & Titles	RS (LC, ES)
April Newsletter	JB

2) Introduction to Zoom by Elisha McGowan

- EMG gave an introduction to the use of GSL Zoom. Wildcard best suited to meeting set up. On the day she will need to set up and will be there. Link sent to committee with a password on 8th April and then it can be distributed to attendees.
- ECN Finals will be better as a Webinar. One link will be for the people that are presenting. Presenter emails to be provided to EMG. Separate link for viewers.

- ECN to host/organise the Public Lecture on the 9th September. Previous topics have included Volcanoes, Dinosaurs, Energy Transition.
- 3) Wildcard Competition - Update from Task Group
- RS - No applications yet. Zoom has been set up and adverts have been added to socials.
 - DH - it would be good to circulate email with Wildcard details. **JB to action.**
 - RS - to send RG who are eligible an email to ask them to advertise. **RS to action.**
- 4) EC Geo Award Final - Actions
- **WD (AC to support)** - Budgeting - based on below. Final event budget to be presented in May meeting. Organise transfer of funds into our accounts from SLR.
 - **LC (WD to be CC'd) - Catering (welcome networking 17:00 - 17:45)** Contact john@city-dining.co.uk (GSL approved supplier). Estimate numbers; quote for tea, coffee, water, sandwiches? Assume 50 people initially? Can scale down. Provide estimate costs to WD by end of April.
 - **JB (support from LC, RS, ES) - Advertising** Produce Newsletter & SM posts, liaise with GSL to update the GSL event page (DH has started this request) - link to Eventbrite. Send out mid-April.
 - Send out an update with finalist names & presentation titles early/mid-May. **Must include SLR logo - send to SLR for review before issuing if possible.**
 - **LC & ES - Eventbrite** Draft has been produced - need to update with Sponsor details, ticket information, event links (or setup emails to go out to online attendees)
 - **ALB & ES? - Evening Venue** - Networking Social 8/8:30pm? Within 5-10 minute of Burlington House. Get price for buckets of bottled beer / wine on table??
 - **RS & EM** - Compile finalist names & talk titles (exc. Wildcard) by 11/04. Update the presentation slides in Google Drive. Organise schedule of event (timings).
 - **All - Judges**
 - **DH & RS** - Update/improve EC Award Marking Criteria sheets

Additional Comments:

- SLR will provide one judge - Mining/Engineering focus
- Remaining judges should cover the remaining talk topics.
 - Currently there is two marine talks,
- Eleanor Williams has offered to judge. However, the request needs to go in ASAP.
- ECN does not cover travel for attendees. Regional groups/employers should support.

Following meeting:

- HK Regional Group want to attend in person. DH has forwarded to Awards team to support funding.
- 7 finalists with questions will be 2.5 hour event. Committee agreed to remove questions to keep time to 5:30 pm to 7:30 pm, close at 8pm.
- Proposed event timings:
 - 16:45 - 17:15 pm Arrival - tea, coffee, sandwiches/biscuits.
 - 17:15 - award start.
 - 18:30 - 10 minute interval.
 - 19:30 - ECN AGM (judges deliberation)
 - 19:45 - Award
 - 20:00 - Close
 - 20:00-21:30 - Networking

5. Financing

- SLR Consulting are sponsoring EC Award for £1000 inclusive of VAT. This remains approximately £800 for the ECN to use.
- SLR Consulting must be included on all advertising materials.

Item	#	Est Cost	Final Cost	Date Paid	Comments
GSL Allowance		1000			
Sponsorship		800			
Events					
Collab Event - YMP		0			No cost? Online only.
Chartership Event - March 2025		0			Venue hire + drinks at GSL? Hold elsewhere?
Early Career Geologist Award May 2025		1100			See breakdown
EC Award Networking Social (May)		300			As above
Summer Social - July 2025		300			To be sponsored / cost share collaboratively?
Public Lecture		0			GSL to cover?
Careers Day (2 person attendance)		220			2 persons, £100 travel allowance, £10 subs
Winter Social		300			Estimate value
Subscriptions					
Canva					
Eventbrite					
Estimated Spend		2220			
Total Budget (inc. sponsorship)		1800			
Remaining Budget		0			
% rem		0.00%			

6. Any other business

- Website - **meeting call for input 9th April**
 - ECN now located under careers and training
 - There are still updates required and missing links etc.
 - DH suggested using chartership page structure and then populating our own information.

- DH suggested splitting into pairs of committee members. Each pair of people write a tab each.
- Merchandise - RS/JB/JJF
 - JB graincards are ready to go and she will order today to her home.
 - **JB to order Merch designs. JB to bring into GSL in May.**
- Winner of £10 voucher - unclaimed. Redraw?
 - **JB to redraw**
- China Geology Lecture, June- JJF, AM
 - AM will organise in the summertime. **JJF/AM to update in May**
- Science Committee - ALB
 - ALB elected to the science committee. **ALB to update in May.**
 - Publishing - Geoscientist - JB
 - We have an opportunity to write a geoscientist magazine
 - JB - possible topic - skills gap and lack of people going into the geoscience industry after their degree.
 - **JB to contact the Publishing team** to find out the deadlines and length.
- Collaborative networking event Birmingham - Contam Land
 - Planned for June, ECN not really doing any of the organising.
 - DH has send out some emails
 - ECN will have logos etc on everything.

Date & Time of Next meeting: Monday 12th May 12pm (BST)