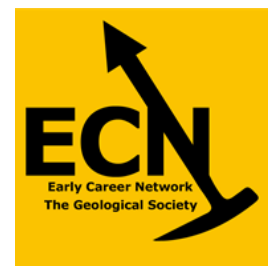


EARLY CAREER NETWORK

COMMITTEE MEETING MINUTES



Date: Tuesday 6th May (12:00 BST)

Location: via Microsoft Teams

Present: Rachael Sims (External Group Liaison, Vice-Chair), Jean-Jacques Ferguson, Awei Mabi, Ellie Smith, Lucy Colleran.

Apologies: Dan Hope (Chair), Jocelyn Barker, Ellen Mullarkey (Secretary), Harriet Warnock, Simon Groom, Ayesha Landon-Browne, River Adler Stuart, Alex Christopher, Will Downes (Treasurer)

1) MINUTES OF THE LAST MEETING – Actions Arising

Item	Actionee
Wildcard competition - email RG and mailing list	JB/RS
EC Geo Award Competition	see below
Merchandise - RS/JB/JJF	RS/JB/JJF
Winner of £10 voucher - unclaimed. Redraw?	JB
China Geology Lecture, June	JJF/AM
Science committee update	ALB
Publishing in Geoscientist- contact the Publishing team to find out the deadlines and length.	JB

2) EC Geo Award Wildcard

- a. Wildcard went well. Event ran smoothly. Interesting presentation, feedback sent onwards to candidate.

3) EC Geo Award Final

- a. **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.
 - i. WD to update post-meeting (expecting update on burlington house and change in budget going forward)
 - ii. JJF - do we have budget for wine for judges i.e. last year?

- b. **LC (WD to be CC'd) - Catering (welcome networking 17:00 - 17:45)**
Contact john@city-dining.co.uk (GSL approved supplier).
 - i. LC to change city dining to 30 people, and get final quote to Will.
- c. **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.
 - i. Likely to need a push from all members before event.
- d. 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.
 - i. Emailed all finalists - RS to chase up finalists to ensure info about final is understood.
 - ii. SLR logo taken off the eventbrite page, any advertising needs to have them included and front and centre
- e. **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)
 - i. LC to summarise and promote using talk titles.
- f. **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??
 - i. ES Kings arms in Mayfair - Tables upstairs with beers in bucket etc. Just needs confirming.
- g. **RS & EM** - Compile finalist names & talk titles (exc. Wildcard) by 11/04. Update the presentation slides in Google Drive. Organise schedule of event (timings).
 - i. See above.
- h. **All - Judges**
 - i. President of SEG.
 - ii. Rep. from SLR.
 - iii. RS in contact with someone.
 - 1. DH found Dipalee Jukes, just needs confirming. May take 3rd place.
- i. **DH & RS** - Update/improve EC Award Marking Criteria sheets
 - i. Feedback from the team
 - 1. "how much of it is your own work?" as contribution. not much else to add
- j. AGM
 - i. JJF to ask DH if he needs any help wit AGM presentation
- k. Trophy
 - i. Done and engraved - thanks Will!
- l. Memberships for finalists/winners.
 - i. RS to follow up with GSL.

4) Financing

- a. None necessarily other than mentioned above - hopefully in a good position going forward.

5) Any other business

- a. Website - bio names and pictures are outdated and need to be updated - JJF to collate.
- b. Merchandise - would be good to get new ideas for merchandise ideas and ready for next financial year. Ready-to-go options.
 - i. Cards ordered, expecting delivery from 20th May.
- c. Winner of £10 voucher - unclaimed. Redraw?
- d. China Geology Lecture, June- JJF, AM to organise.
 - i. Awei finalised lecture - PPT and script
 - ii. JJF to get into touch with Awei to organise online - likely to be >1 month after award to keep scheduling ordered.
- e. Science Committee - ALB
 - i. No updates.
- f. Publishing - Geoscientist - JB
 - i. joint committee meeting with other early careers for publishing, no updates today.
- g. Collaborative networking event Birmingham - Contam Land
 - i. LC and DH attended meeting
 - ii. booking of office and social space
 - iii. expected 50 pound from us, hopefully just cash and not organisational time expected further.
- h. RS sat on RG group call recently
 - i. RS thanked them for heats
 - ii. A lot of events - repeated that any events can be added to our newsletter. maybe we can add an event form for our website for them to reach out to us - JJF to consider/action
 - iii. The theme is for re-shuffling in committees
 - iv. pushing forward with the solo bank accounts (co-op bank accounts - one main bank account)
 - v. Email addresses are on their agenda, no timeline for that
 - vi. NI group two events, field trips
 - vii. solent group reforming

Date & Time of Next meeting: Tuesday 3rd of June(?) (time TBC)