



Précis and action points from the PDC Meeting held on 7th October 2011 at The University of Abertay.

Present

Pete Burgon (PB)
Adam Downie (AD)
Karen McKellar (KM)
George McVerry (GM)
Sandy King (SK)
Grant Reilly (GR)

Not present

Rona McIntosh (RM)

In Attendance

Fiona Mathie (FM)
Jenni Lloyd (JL)

WELCOME INTRO AND SCENE SETTING

1. PB welcomed all to the University of Abertay.
2. PB had a request from RM to change the day of Meetings due to prior commitments. All future PDC meetings have been moved to the following Monday's, 30th January, 26th March and the 4th of June.
3. *Notes from previous meeting 01-09/2011-*: were reviewed and approved and all matters arising are to be covered in the meeting.

SSS Update

4. JL gave an update SSS. Getting to grips with finance. CS being kept on until the end of October, working 2 full and 2 half days. Sports fixtures starting this week. Intern starting on the 10th October projects will be marketing focused.

Marketing Update

5. GR updated on the progress so far with the Marketing Committee with re-branding. Logo has changed, SF has registered Scottish Student Sport.com and tender document has been sent out to companies regarding the re-design of the website.
6. SUS facebook and twitter has now closed. Email strapline has been designed will be sent to all members to add to email footer.
7. List of re-branding has been prioritised towards the Christmas Seminar.
8. Sourced contacts for Sponsorship, including Irn Bru and Subway for SSS to contact, marketing group looking for further sponsorship.
9. Tradeshow ideas for Conference were suggested having 2 day tradeshow but 1 day for NGB's and the other for suppliers.
10. Marketing group also have a member who is potentially going to create a promotion video for SSS.

ACTION

JL

Volunteering Group

11. Strategy produced last year by RM which will tie in with 2014. Volunteering group set up, next stage to pick suitable dates and projects for the group. AD mentioned Millenium volunteering in Aberdeen. AD to send more details round group.

AD

Christmas Seminar

12. PB updated the group on progress with the Seminar. No host has been sorted yet, deadline for host by the end of next week. The group discussed the content and the sponsorship regarding seminar and went through the previous seminar programme for ideas.
13. Small discussion was had regarding the structure which was agreed that it stays in the same format.
14. Can use seminar as a chance for website designers to promote themselves to seminar delegates in order for SSS to get more value in new contract.
15. Breakout sessions were also discussed with ideas on content being given such as personal development workshops for time management, coaching, talks on fundraising and sponsorship for delegates. It was agreed that the Directors Forum would be kept on, as well as AU Forum and Operations Forum. PB to contact SN regarding update on Operations Forum.
16. A small discussion on Sponsorship was had with JL confirming that the Seminar has a target of making £500 profit. Various suggestions were made on sponsors, including Irn Bru, subway, Decathlon, Endsleigh and KMPG. All to investigate further and pass on contacts to SSS HQ.
17. GM suggested offering companies to be Patrons of SSS in return for a small sponsorship fee. A small discussion was had on what SSS could offer to Patrons.
18. PB mentioned the debate/panel session and that the Keynote needs to be sorted. JL suggested that the influence of the Olympics and how it affects Scotland would be a relevant topic. GR suggested asking Niall Sturrock as a guest and involve Sportscotland and Glasgow 2014 in the sessions. GR also mentioned that 2014 will be the first social media event. It was suggested including Locog and 2014 to deliver keynote and join in panel session after.
19. FM mentioned SSS 1000 Mile Challenge finishes at the Seminar and to be included in the breakout sessions.
20. GR suggested if no host comes forward to ask Sportscotland if they can host Seminar. SSS HQ to investigate.

PB

ALL

Conference

21. First SSS Conference to be held next summer.
22. PB mentioned the discussions held at Exec regarding 2013 and what



- SSS working with SS could achieve in the lead up to 2014 and the legacy after. JL to speak to BL and SF.
23. All to think of ideas for conference come January.
 24. A suggestion was made regarding Mark Beamont to tie in with book launch. Also to look at tie in for NGB's for Conference.
 25. A small discussion was had on the Colleges and whether the date suited them. Date for diary has to be sent out to all Membership once confirmed.
 26. GM mentioned that this was the first year the Paralympics have sold out. Suggestion of Scottish Soldier coming along to speak. FM mentioned the SSS SDS day in March 2012, announcement to be made at Seminar. FM to link with David from BUCS.
 27. GR suggested that an update from BUCS is needed after feedback from Membership.
 28. JS to also be invited to Conference and Seminar.

FM

Actions List

Email strapline to be sent round committee	JL
AD to send more details round group regarding MV in Aberdeen.	AD
PB to contact SN regarding update on Operations Forum	PB
All to investigate sponsorship and pass on contacts to SSS HQ.	ALL
FM to link up with David from BUCS regarding SDS day	FM