

Ustinov College GCR Exec Meeting

Minutes



Actions:

ALL to submit theme ideas for inter-MCR formal to KR.

ALL to submit officers' reports and apologies ahead of Executive Committee meetings.

AH to organise drinks in Library on for livers out.

AH to organise housing information session.

AB to discuss with Webmaster about possibility of running formal ticket sales on website.

JF to post communications with SB on Executive Committee group.

JF to chase up editing and posting of TH meeting online.

JF to investigate repair of speaker and microphone cable.

JF to ask Entertainment Officer to pursue finding a stand-up comedian(s) for future event.

JG to put up photos of committee members on GCR noticeboard.

LL to clarify with Press Secretary what content should be included in newsletter and what content should be sent separately by email.

TAB to extend invite to DSU Sabbatical Officer candidates to speak at Ustinov.

TAB to submit motion at the next general meeting updating GCR DSU Officer role.

TAB to invite Taylor Swift to Summer BBQ and/or Summer Ball.

XM to talk to Coca-Cola company about setting up card payment for Coke machine.

XM to discuss closing of Americas society accounts with last known president.

YX to set up vote for destinations and date for the next GCR trip.

18:15 pm, 13/02/17

1. Apologies: XM, AH, YX, LL

Present: JG, AB, TAB, BN, KR, WG, JF

2. Approval of minutes from last meeting.

Apologies from AB for delay – last week's minutes will be finished for next week. Unfinished draft available on Drive.

3. Matters arising from previous minutes.

ALL to reply to poll for general committee meeting.

Committee meeting organised for post-exec today.

4. Agenda Items:

a. Endorsements for DSU Elections [TAB]

TAB contacted by several candidates for sabbatical DSU Officer roles regarding the possibility of Ustinov providing an endorsement to them. Consensus that favouring any one candidate before all have had opportunity to pitch their manifestos would be unfair.

TAB to extend invite to candidates to speak. GCR can decide to endorse once all candidates have presented their policies.

b. Responsibilities of DSU Officer Role [TAB]

Noted that DSU Officer role responsibilities often intersect those of other GCR positions such as President, who receives same information as the DSU Officer. Question raised regarding what the GCR Executive Committee believe role should entail.

Executive Committee notes that it has been beneficial for one person to form relationships with DSU and act as single point of contact. Furthermore, DSU Officer acts as voting representative on behalf of Ustinov for Assembly.

Union proposing more responsibilities to DSU representative role and recommending DSU Officer elections occur in summer for all colleges. TAB to submit motion at the next general meeting regarding update to DSU Officer role to bring closer in line with DSU recommendations.

c. Frisbee Society [WG]

Frisbee society has requested £100 for tournament fees. Are tournament fees a payment that the GCR wishes to approve?

The Executive Committee notes that Frisbee society was founded prior to establishment of £100 start-up budget given to new societies. However, start-up budgets were not intended to be retrospective when introduced. Furthermore, these budgets were established in similarity to DSU rules for providing seed budgets for new societies, which are not allowed to be used for expenses that are essential to the running of the society.

As tournament fees would fall under this category, the request for the GCR to provide the £100 for the Frisbee tournament is denied to prevent an unaffordable precedent being set.

5. Officer Reports:

a. Bar Steward [BN]

BN to complete event form and ask hospitality to prepare extra staff for karaoke on 2nd March.

Done. Rota up this Thursday, but unsure if anyone will be available to work until 2 a.m.

Individual responsible for unacceptable behaviour in bar during Burn's Night event has been disciplined by college.

b. Clubs & Societies [WG]

WG to order key padlock for sports shed.

Replacement key padlock bought and currently in GCR office, along with two keys (one each for the GCR Committee and porters).

Matt Bell has taken over the role of Team Durham president.

c. Communications [LL]

LL to advertise upcoming events by placing posters in bar, on GCR noticeboard, and by sending out details via email and on Facebook group.

Printed and put up posters for the Valentine's party and Ustinov Live in Fisher House. Currently designing posters of upcoming events.

Contacted GCP and received information that porters will not help deliver posters to residential blocks.

Burn's Night Formal photos shall be uploaded to Facebook this evening.

LL to clarify with Press Secretary what content should be included in newsletter and what content should be sent separately by email.

d. DSU [TAB]

DSU Assembly took place.

Champagne Society off probation.

Policy passed to research having more reading weeks to coincide with potential changes to academic year.

Policy passed to object to HE bill on grounds of accessibility.

Passed motion to keep Wednesday afternoons free.

Passed motion to keep pressure on to divest from fossil fuels.

Consultation on potential changes to academic year structure was distributed to only undergraduates. TAB raised objection that postgraduate opinion should have been included as well, since postgraduates teaching schedules will be affected as well.

e. Welfare [TAB]

No new updates.

f. Facilities [JF]

JF to organise restocking and reordering of food for vending machine.

XM ordered food which arrived today. WG restocked vending machine.

JF to order free standing condom dispenser.

Ordered new pot to store condoms in.

JF to upload document with suggested location of music room on Google Drive.

Uploaded floor plan. JF to post communications with SB regarding her response to suggested floor plan on Executive Committee group.

JF to chase up editing and posting of TH meeting online.
Should happen tomorrow.

JF to check emails for details about outdoor stage booked at last barbecue.
Could not find pertinent information. See Treasurer report for additional updates.

Ordered some sharpies and gaffer tape for GCR office.

Ustinov Live successful but one of the speakers appears to have been overloaded.
Also, microphone cable for microphone used at the bar for pub quizzes appears broken. JF to investigate repair.

g. Finance [XM]

XM to talk to JF about setting up card payment for coke machine.
XM has sent Coca-Cola an email to set up card payment, but no reply yet.

XM and KR to check outdoor stage contract for potential of taking company to small claims court.

KR checked contract, which referred to 'outdoor platform' rather than stage.
Therefore thought that GCR will not have case pursuing this in small claims court.
Apologies from KR.

XM to suggest location to put completed receipt books.
Request for all GCR committee members to put receipt books in Treasurer drawer.

XM to discuss closing of Americas society accounts with last known president.
XM discussed with Miranda who will transfer money ASAP.

GCR account update.
£150 for karaoke event paid. Spent £80 on pizza for film marathon - noted that this was in excess of £50 and should have been passed at meeting.

XM to declare £500 pizza bill for last GM at upcoming GM officer report.

h. International Officer [YX]

YX to set up vote for destinations and date for the next GCR trip.
Posted on Exec group. YX set date for 11th March. YX to set up vote.

i. Livers Out Rep [AH]

AH to organise drinks in Library on Tuesday 21st February for livers out.
Possibly postponing Library drinks as the previous date is imminent. Want more time to plan.

AH to set date for housing information session.
Still chasing Veronique about the meeting but date preliminarily set to 28th Feb. AH now asking for volunteers to talk.

j. Social Secretary [GC]

AB to discuss with Webmaster about possibility of running formal ticket sales on website.

Ongoing. Unlikely to be done in time for inter-MCR formal – instead payments will be taken on the day.

JF to ask Entertainment Officer to pursue finding a stand-up comedian(s) for future event.

JF to ask at full committee meeting. JF booked next Ustinov Live on 7th March.

ALL to submit theme ideas for inter-MCR formal to KR.

k. Steering [JG]

JG to put up photos of committee members on GCR noticeboard.

Contacted Sheila today but could not get key in time.

JG to ask GP and LL to advertise GCR roles available in the next round of elections.
Advertising in progress.

JG to advertise upcoming GM.

Advertising in progress.

JG has made some small website alterations such as updating café page. Identified why the bar projector booking page is not currently functional.

General reminder to show up for general meeting and hustings on Thursday. Will give officer reports if possible.

General reminder to submit officers' report before meeting and apologies. Only just made quorum today.

l. University/College [KR]

KR to email students about stash order.

Done.

KR to provide date when accounts are due for submission to charities commission.
Due ten months after the end of the financial year, which concludes in August.
Documents therefore due in June.

KR to upload GCR comment on SP planning permission to council.

Attempted but was unsuccessful. Planning board have now met so have missed deadline.

KR to invite SPRA members to pub quiz on 23rd Feb.

JG has emailed SPRA and they've accepted the invitation given they can organise some people.

6. AOB

a. Photography for Castle Formal and Egg Day

Brian not able to do photography for Castle formal and Egg Day. KR enquiring with Phoenix Photography as replacement. Opportunity to test photography company to potentially use after Brian retires.

b. Request for TAB to ask Taylor Swift to perform at upcoming Summer Ball.

Thought asking TS to only Summer Ball may be too restrictive given her schedule
TAB to invite TS to Summer BBQ and/or Summer Ball.

Alexander Blair

GCR Secretary

13/02/2017