

Ustinov College GCR Exec Meeting

Minutes



Actions:

ALL to vote and encourage others to vote in DSU Officer Elections.

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

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

AH to find volunteers to speak at housing information session.

AH to organise drinks in Library for livers out.

BN to send to KR list of current best-selling stock at bar to include at SP.

BN to inform staff that opening up the bar takes priority over projector bookings.

BN to discuss arrangements for Cheese and Wine Night at Social Committee meeting.

JF to post communications with SB on Executive Committee group.

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 organise Cheese and Wine night to run with SCR.

JG to remind SPRA of offer to attend pub quiz on Thursday.

KR to give GC warning regarding absence from Executive Committee meetings without submission of apologies nor updates.

LL to ask Press Secretary to distribute newsletters on college group.

LL to design and share posters for Ustinov Live, Karaoke Night and inter-MCR formal.

LL to publicise town hall video.

LL to advertise GCR trip to Manchester.

TAB to submit information for welfare services for inclusion in newsletter and add to college Facebook group description.

TAB to organise welfare committee meeting.

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.

18:15 pm, 20/02/17

1. Apologies: None.

Present: JG, KR, TAB, AB, JF, WG, LL, YX, XM, AH, BN

2. Approval of minutes from last meeting.

Minutes from both 6/2/17 and 13/2/17 approved unanimously.

3. Matters arising from previous minutes.

None.

4. Agenda Items:

a. Sheraton Park Update [KR]

Lease for SP not yet signed and result of planning permission request not yet known. Planned schedule states bedrooms should be finished by 3rd July and the new extension is planned to be completed by 28th August. If not all completed by end of September, developer will be subject to financial penalties.

Owen Adams to update Ustinov students about result of planning permission and details of lease in 2-3 weeks.

Potential music room space identified by JF has been claimed by college. Previous estimate about college having more space per capita than at Howlands was incorrect, as this neglected space required for cleaning staff. JF requesting written confirmation from University to carry out a review of the use of floor space at SP after one year.

Music room facilities are guaranteed currently for the transition year only, with off-site provision appearing likely from 2019 onwards. This would leave 2018-19 without music room facilities available to students. Concerns raised that this could cause Ustinov Live events to cease from happening. JF requesting guarantee of uninterrupted access to music room facilities, either on or off-site, from University.

Bar design meeting has taken place. At least two draft lagers are now expected to be available at SP bar. Potential offer for temporary bar provision during busy times. Bar shall run as café during day and bar in the evening. BN to send to KR list of current best-selling stock to include at new site.

£228 bed tax for ¾ or double beds identified from undergraduate costs page, starting from next year. JG has emailed Glenn if this will affect postgraduates at SP.

b. Communications of Town Hall Meeting from Last Month [JF]

JF has uploaded town hall video from last month to website. LL to publicise.

c. GCR Involvement with International Dress Party [JF]

Contacted by GCP for help to set up International Dress Party on March 4th. Also asked to sell tickets to be sold at GCR office and for money to contribute towards event.

Concern raised that the GCP believe GCR are a resource to be used, based on some unacceptable demands from members of GCP regarding use of the GCR office and regarding pub quiz events. All requests denied on grounds that budget and volunteering time should come from GCP and not GCR, although GCR committee members are individually welcome to assist if they wish.

d. Wine and Cheese Night [JG]

JG happy to organise. Can run in conjunction with SCR. BN to raise at Social Committee meeting and JG to attend. General approval from Executive Committee

to pursue.

5. Officer Reports:

a. Bar Steward [BN]

Complaint raised to member of bar staff that projector was not turned on immediately for 7.30 p.m. TV booking. Bar staff member was busy performing duties opening up. BN to inform staff that opening up the bar takes priority over projector bookings and that they are not expected to be able to turn on projector immediately.

b. Clubs & Societies [WG]

No updates.

c. Communications [LL]

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

LL to pass on content to Press Secretary after Executive Committee meetings and direct Press Secretary to draft minutes on the Drive so material can be included in the newsletter. LL to also ask Press Secretary to distribute completed newsletter on college group to raise visibility.

Design of poster advertising upcoming events has been completed and sent to students. LL to design and share posters for Ustinov Live, Karaoke and inter-MCR formal, prioritising the inter-MCR formal.

d. DSU [TAB]

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

TAB to extend invite to DSU Sabbatical Officer candidates to speak at Ustinov.
Done. Some have responded and arranged visits.

TAB to advertise and encourage students to vote in DSU elections when voting opens.
Done. Voting ends at 5pm on Thursday. Advertised on college group and KR has emailed students. ALL to vote and encourage others to vote!

e. Welfare [TAB]

Campaigning for the DSU Officer elections was suspended last week due to suicide at St. Cuthbert's Society. TAB to send LL contact information for welfare services for inclusion in newsletter and add to college Facebook group description.

TAB to organise welfare committee meeting.

f. Facilities [JF]

JF to post communications with SB on Executive Committee group.
JF to complete.

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

JF to investigate repair of speaker and microphone cable.

Not yet happened. JF to investigate.

g. Finance [XM]

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

*XM to discuss closing of Americas society accounts with last known president.
Miranda will attempt to transfer funds and close account on Monday.*

GCR Account Update.

GCR Levy of £22,800 received. £38,199.50 now in current account. Previous formals yet to be paid for as college bank details needed.

At general meeting, XM declared that approximately £250 was spent on pizza at last GM of Michaelmas term. XM issues correction that this figure was actually £359.80. AB to issue correction in the 'Matters Arising' section at the next General Meeting.

h. International Officer [YX]

*YX to set up vote for the next GCR trip.
Will be Manchester. YX has sent information to LL. LL to advertise.*

i. Livers Out Rep [AH]

*AH to organise housing information session.
Housing information session to be held on Tuesday 28th Feb at 8.30 p.m. after GCP event. AH to find volunteers to speak.*

*AH to organise drinks in Library for livers out.
AH still to organise.*

j. Social Secretary [GC]

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

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

JF and TAB have asked contacts who may be interested in performing. JF to forward information to Abhishek to arrange.

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

Themes to be suggested at this week's Social Committee meeting.

KR to give GC warning regarding absence from Executive Committee meetings without notification nor updates.

k. Steering [JG]

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

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

AB notes that officer reports make writing minutes significantly faster as officer reports appear to be clearer and more succinct. Request for all to continue doing so.

New order of Executive Committee meetings to continue for 3 weeks as an experiment.

General thanks to all for assistance with GM.

Elections are done. Both candidates were elected for the positions they applied for.

No update from residents regarding attending Thursday pub quiz. JG to remind.

I. University/College [KR]

No updates.

6. AOB

a. GCR Photos on Committee Board

AB is bereft in the knowledge his name is currently flipped-turned upside-down on the Committee Board.

b. Castle Formal

Students asking information about Castle Formal. Tickets are not yet on sale and more information will be distributed closer to event.

c. GCR Committee Meal

Great time had by all attendees at GCR Committee meal. Unanimous disapproval in AB for being unable to attend. AB apologises and hopes he shall be available for the next event.

Alexander Blair

GCR Secretary

20/02/2017