

Ustinov College GCR Exec Meeting

Minutes



Actions:

ALL to discuss response to news of postgraduate accommodation fee increase on Facebook group.

*AB to put JF in contact with Christine Taylor for support with campaign for music room facilities at SP.
AB to discuss with Webmaster about possibility of running formal ticket sales on website.*

AH to organise drinks in Library for livers out.

JF to investigate repair of speaker.

JG to organise Cheese and Wine night to run with SCR.

JG to investigate data protection requirements regarding photos.

JG to order sanitary products for distribution from the GCR office.

KR to clarify if a University-owned bar license would affect procedure for reporting any incidents that occur in the SP bar.

KR to ask for clarification on why Burns Night formal photos are only available for one week.

KR to investigate hiring security for Summer Barbecue.

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

LL to ask Press Secretary to include notice of rescheduling of Manchester trip in next GCR newsletter.

LL to upload any remaining photos from social events.

TAB to invite TAS to Summer Ball/BBQ.

TAB to forward details of contact from Durham Improvisation Society to Entertainment Officer.

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 complete and submit booking form to college to reserve date for Manchester trip.

18:15 pm, 27/02/17

1. Apologies: JF, XM, GC

Present: JC, KR, AB, TAB, BN, LL, WG, YX, AH

2. Approval of minutes from last meeting.

Passed by general aye.

3. Matters arising from previous minutes.

During the Treasurer's report in the last meeting, a correction was issued to the c. £250 figure claimed at the most recent GCR meeting to have been spent on pizza for the final

General Meeting of Michaelmas term. The stated correction given at the last Executive Committee meeting was £359.80 for this bill. After checking the accounts, this correction has also been found to be inaccurate.

The correct figure is £367.80 for pizza bought for the first General Meeting and £532.21 for the second General Meeting, totalling £900.01 for both general meetings occurring in Michaelmas term. AB to include these corrected figures in the 'Matters arising from previous minutes' section at the next general meeting.

Correction from KR that Brian is not retiring from photography, only college, and will therefore still be available to hire for events.

4. Agenda Items:

a. Sheraton Park Update [KR]

University have now signed lease with developer. Planning permission still pending as of this morning.

Met Chris Hewitt from TD to discuss gym options from Sheraton Park. University will be paying for gym but university budget not yet set. GCR will be able to charge membership fees as they see fit.

Ian MacDonald stated he will not be applying for bar license for SP personally, as he previously did for the bar in Fisher House, citing lack of resources to defend the application if it is contested. Request made that the University do so instead. KR to clarify if a University-owned bar license would affect procedure for reporting any incidents that occur in the SP bar.

Christine Taylor willing to contact Igor Ustinov regarding music room. AB to put JF in contact with Christine. Christine also asked about possibility of the University purchasing housing to use as extra space on the SP site. Executive Committee notes that the University have ruled out purchasing any houses in Sheraton Park Working Group meetings and therefore this is unlikely to happen.

b. Bed Tax [JG]

Confirmation received from Glenn that Ustinovians will not pay bed tax at SP, but postgraduate accommodation fees will rise to match undergraduate accommodation fees over next three years. Executive committee objects on grounds that postgraduate room lets are year-long, whereas undergraduate room lets are term-time only, so postgraduate accommodation fees should be smaller due to the reduced overheads arising from the administration of changing occupants. KR attending accommodation fee meeting with University on 16th March. ALL to discuss response to news of postgraduate accommodation fee increase on Facebook group.

c. GCR Trip Dates [YX]

Manchester trip rearranged for 22/23rd April, outside of term time to prevent clashes with summative deadlines for Masters students. YX to complete and submit booking form to college to reserve date.

5. Officer Reports:

a. Bar Steward [BN]

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

Done.

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

Done.

Asked hospitality about possibility of stocking Chinese alcohol.

b. Clubs & Societies [WG]

No updates.

c. Communications [LL]

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

Done.

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

LL to publicise town hall video.

Uploaded and advertised on Facebook.

LL to advertise GCR trip to Manchester.

Delayed due to rescheduling of GCR trip. LL to ask Press Secretary to include notice of rescheduling in next GCR newsletter.

Students querying if they can receive more information and visit the new site. KR notes that this should be available soon now lease is signed.

d. DSU [TAB]

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

Promoted DSU elections through regular posts on college group and spoke to various candidates, many of whom visited college to campaign. Turnout was 9.97%, which is the highest ever recorded by Ustinov in the DSU officer elections. Turnout by Ustinov was higher than both QC colleges.

e. Welfare [TAB]

TAB to organise Welfare Committee meeting.

Arranged for after this meeting.

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

To be discussed in Welfare Committee meeting later this evening.

New common room accreditation scheme for JCR and MCRs established for equality, accessibility, and welfare. Details to be discussed at Welfare Committee meeting. Focus group on matter being held from 8 p.m. – 9 p.m. tomorrow.

Free accessible sanitary product campaign raised as motion for DSU Assembly. If passed, free sanitary products will be distributed from the DSU and student common rooms will receive guidance on providing sanitary products to members directly. In meantime, JG to order sanitary products for distribution from the GCR office.

f. Facilities [JF]

JF to post communications with SB on Executive Committee group.

Done.

JF to investigate repair of speaker and microphone cable.

Fixed issue with bar microphone. Still need to investigate issue with speaker.

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

Forwarded contact information of potential performer to Entertainment Officer but no reply yet. TAB to forward details of contact from Durham Improvisation Society to Entertainment Officer.

g. Finance [XM]

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

No update.

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

Last known president said she will ask the other signatory to email the bank to close the account.

GCR Account Update

Expenditure:

£693.61 for remainder of fee owed to insurance company.

£8255.50 to University for formal dinner hospitality.

£111.00 to University for hockey club court usage.

h. International Officer [YX]

No updates.

i. Livers Out Rep [AH]

AH to find volunteers to speak at housing information session.

Done.

AH to organise drinks in Library for livers out.

Delayed.

DSU have sent promotional materials for housing information session. Housing talk scheduled for tomorrow from 8.30 p.m.

[WG leaves]

j. Social Secretary [GC]

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

Colour theme of blue and silver chosen based on Ustinov colours. Social committee meeting tomorrow to discuss details.

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

Ongoing.

JG to organise Cheese and Wine night to run with SCR.

Ongoing.

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

Done.

TAB to invite TAS to Summer Ball/BBQ.

Not yet happened.

Social committee met. Social committee meetings planned to run weekly.

k. Steering [JG]

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

Offer extended but residents were not able to attend. May attend a future pub quiz.

l. University/College [KR]

Secured alternative photography for Castle formal at a cost of £105. KR to ask for clarification on why Burns Night formal photos are only available for one week.

JG to investigate data protection requirements regarding photos. LL to upload any remaining photos from social events.

General notice to send all future gym access requests to Richard Gwalchmai after refusals from IT to process requests.

6. AOB

a. GCR Photos on Committee Board

AB hopeful that the Chair can right his wrongs by righting the rotated name tag on the Committee board. Done by JG.

b. Scheduling conflict with BBQ

Summer BBQ date conflicts with first day for preessional students and University open day. John Snow, Stephenson and Josephine Butler colleges will be using Howlands building as a result. Furthermore, due to the large number of people that shall be present on site bar staff will need to check IDs of all unrecognised students. KR to investigate hiring security for the event.

Alexander Blair

GCR Secretary

27/02/2017