

Ustinov College GCR Exec Meeting

Minutes



Action Points from 11/09

ALL to go through the GCR website and see if anything needs updating (in particular, AH to write information for Livers out).

AH to contact trampolining to discuss costing and to see if it is possible to save spaces for the time slot after the slot that we will book for IW.

AS to bring cake next week.

JO to look into the music requesting situation regarding parties at Ustinov.

JS to discuss code of conduct in relation to social media with Sarah Prescott.

JS to promote the phone number for the new welfare phone.

JS to order lots of condoms before Induction Week during the sale that he was emailed about.

MR to update Ustinov Facebook group for 2017/18 with the new rules regarding posting surveys.

MR to update GCR passwords.

MR to post little bits of information on the Ustinov 2017/18 Facebook page relating to Durham/UK culture (including, for example, Lumiere).

[TAB to sort out the committee board.]

TP to add survey to bottom of gym application form.

TP to tell sports captains about bystander training.

TP to organise a meeting with the sports captains (meeting to include funding discussion).

TP to add yoga to the society mailing list.

TP to contact societies that may wish to use the community room at SP telling them about its availability; this includes the Bible Studies Group, the Gaming Society and the Qstinovian.

XM and AB to go through the treasurer drawer.

18:00pm, 11/09/17

1. Apologies: TAB, VU, JS, MR, AB, WG

Present: XM, JG, TP, AS, AH

Absent: JO

2. Approval of minutes from last meeting.

Minutes from 04/09: Passed on the general aye.

3. Matters arising from previous minutes.

ALL to go through the GCR website and see if anything needs updating.

TP has sent TAB updates on sports captains and societies. These are now on the website, along with the updated handbook. According to TAB, the most important things that are left to update are Sheraton Park facilities (which cannot be done until after we have access to them) and a Livers Out page.

4. Agenda Items:

a. Trampolining [AH]

The price of trampolining (for during Induction Week) has gone up to £5.95pp for the student rate. The company do not seem to be willing to give a discount for a large group beyond the usual student price. AH asks, should 100 tickets be booked, as was previously discussed, or only 50 places? This will be discussed further at the Induction Week meeting held tomorrow. As for now, AH will email trampolining asking if we can 'save' a second slot of 50 places for the time slot after the 50 that we will buy, in case the event ends up being very popular with the new students.

b. The SP Gym [JG]

There is a concern that the door allowing access to the gym at SP does not currently have any sort of control on it. Allowing everyone access to the gym would mean we cannot enforce that students must buy a gym membership first, which could lose the GCR quite a significant amount of money. Furthermore, for insurance purposes, every person who uses the gym must have gone through an induction – this would also be difficult to enforce. There is no current plan for a swipe card system as this would cost the College a large sum of money (around £10,000).

A couple of suggested solutions by JG include keeping the door locked until some sort of control access is installed, and making every person in college do a gym induction. The former is an issue as the gym has already been advertised to students, and so they will be expecting access. The latter has the problem that it will be difficult to make sure every student in the college goes to an induction. JG highlights that he raised this issue with Nick Benbow almost a year ago, but nothing was done.

AH suggests that perhaps the GCR should pay for the swipe access system, or at least try to split the cost with College. He points out that the lock would pay itself off in a couple of years from the membership money that the GCR takes. JG points out the large expense, and that college would have to approve the installation first. JG says there is supposed to be a porter at the gym entrance, which may happen this year as there will be two porters stationed at SP. However, the following year there may only be one porter at any given time, so this would not be possible. The committee points out that this should be an issue that college deals with, and should not be left for the GCR to try and sort out.

College only got access to SP earlier today, so the extent of this problem is not fully known. The gym will not be ready until mid-October – Alumno have been using the room as a storage space. The extra chairs, tables etc. that were put in there will have to be moved before the gym equipment can be put in. Alumno are to be on site until approximately Wednesday doing final things around SP.

This issue will be continued as an Agenda Item for the meeting next week (18/09).

5. Officer Reports:

a. Bar Steward [VU] [Apologies]

VU will be talking to Sarah and Trudie about having a bar staff meeting in the next 10 days. VU says Sarah and Trudie have forgotten that they said bar staff will get some say as to whether they work at SP or HF. Some bar staff have been put on sites that they would prefer not to work on.

JG points out that something to keep in mind over the next couple of weeks is how the bar at SP will work.

b. Clubs & Societies [TP]

TP to add survey to bottom of gym application form.

To be completed.

TP to tell sports captains about bystander training.

Ongoing. TP needs to know what to send before emailing the captains. JG says that he has still not been told the dates, but that an email should be sent anyway describing to the captains what it is and why it may be a good idea to do.

JG says it might be worth TP having a meeting with the captains before induction week, which JG will attend. TP will organise this.

TP to check if sports team captains would like a meeting before the start of term regarding funding.

This will be discussed with the captains at the meeting.

TP to pass on the information about the Sports and Societies Fair to captains/presidents of societies.

The date and times of the Sports and Societies Fair(s) have been forwarded to the captains/presidents of societies.

TP has completed all of the Howlands building bookings for next year for the sports teams, and now has an up-to-date list of all of the captains. TP asks if yoga is an official society. JG says it got ratified at a general meeting, so yes it is. TP to add yoga to the society mailing list.

c. Communications [MR] [Apologies]

MR to update GCR passwords.

MR will update the passwords next week when the committee members have returned to Durham.

[MR to update Ustinov Facebook group for 2017/18 with the new rules regarding posting surveys – not to be done until after 13/09.]

[MR to post little bits of information on the Ustinov 2017/18 Facebook page relating to Durham/UK culture (including, for example, Lumiere).]

This will be an ongoing AP leading up to IW.

MR has been updating the GCR website, for example he has added a link to the Ustinov 2017/18 Facebook page.

d. DSU [AH]

Nothing to report. The sabbatical officers have been doing suicide awareness events.

e. Facilities [XM]

XM and AB to go through treasurer drawer.

Ongoing.

The Keenan House TV, which was picked up to be fixed several months ago, has still not been returned. XM called the company – they said there are some cables that must be replaced, but they have to wait for them to be delivered. XM will stay on top of this.

JG has been invited to have a look around SP and has said XM is welcome to join. XM is keen to do so.

XM asks if Ustinov has any assets at the new SP site, or if we will have to purchase equipment. JG is not sure how the contract works, i.e. whether the assets belong to the College or to the University. The site is on a 25 year lease with Lothbury Invertment Management (on behalf of Lothbury Property Trust). The committee points out that the fabric of the couches in the social space and the rugs in the bar may get damaged very quickly. The bar is supposed to be finished on the 27/09, but most likely the earliest that it will be finished is the Monday after (02/10).

f. Finance [AB] [Apologies]

AB to go through the list of direct debits that were stopped and set up the relevant ones again.

Dryburn's Netflix account is back up. Regarding the website host payment, the email that AB was forwarded was the SEO service directing people to the old defunct site. The current GCR website was not affected by the period of inaccessibility to the accounts.

The accounts are now accessible via debit card, and AB has received confirmation that the information for internet banking access is in the post.

g. Induction Officer [WG] [Apologies]

WG to write a small paragraph describing what volunteers for Induction Week will be doing.

Complete.

WG would like to remind the committee that since Induction Week meetings are now once a week, there will be a meeting held tomorrow (12/09).

h. International Officer [JO] [Absent]

The walk with Dr. Ivan Hill during Induction Week has been moved to another date – this will be discussed at the Induction Week meeting tomorrow.

JO to look into the music requesting situation regarding parties at Ustinov.

Ongoing.

i. Livers Out [AH]

AH to write livers out section for GCR website.

The Whiskey River website is still under construction, so AH will phone in order to book the Livers Out event for during Induction Week. This will happen at around 18:30/19:00 on Wednesday 04/10, before the Paul Skerritt Band.

j. Social Secretary [JG]

Nothing to report.

k. Steering [TAB][Apologies]

TAB to post about the GCR office being closed until Induction Week.

TAB posted about this on the Ustinov 2016/17 Facebook page, and advertised his Chair Person email address in case any remaining students had issues during the time the office is closed.

l. University/College [JG]

The keys have now been handed over and College can access SP. Ian will be staying there for the next couple of nights, as he thought it would not be fair to leave the porters themselves on a brand new site. We now have new porters at HF, who have been hired centrally by the university. XM asks when we will have access to the site. JG notes that people will be moving in from the 18th, so presumably from then at the latest. The social space will not be available until the bar is finished.

Frustratingly, JG was not invited to the opening of SP.

Ian has told the residents association that the community room suggested previously will not be possible; college insurance does not cover external members, and it would cost a lot to increase coverage. The room will be worked under the external university booking system meaning technically people from outside college can book the room, but they will have to go through the full risk assessment process. JG says that if it looks like college is using the hall a lot more than external visitors, then he will push for more time to be allocated to Ustinov. TP to contact societies

that will most likely use the room telling them about its availability; this includes the Bible Studies Group, the Gaming Society and the Qstinovian.

JG was asked to give a statement regarding the move to SP by contacts of Nick Benbow. He politely declined, pointing out that him being very involved with the effort to oppose the move means he is perhaps not the best person to ask for a positive take on the new site.

m. Welfare [JS] [Apologies]

[JS to discuss code of conduct in relation to social media with Sarah Prescott.]

JS to talk to Brenda about 'first response' type examples relating to welfare being put on the website.

JS met with Brenda to discuss the sexual harassment Induction Week talks, which he will also be attending. They also talked about a number of other ideas and events to organise throughout the year, which JS will describe to the executive committee at the next meeting he is able to attend.

[JS to promote the phone number for the new welfare phone.]

[JS to order lots of condoms before Induction Week during the sale that he was emailed about.]

AH comments that the university might be centralising the condom provider for all colleges. AH also points out that other products, such as female sanitary products and lube, should not be forgotten.

JS messaged the DSU Facebook page to get his name added as the Ustinov Welfare Officer.

6. AOB

a. Committee Board [TAB] [Apologies]

[TAB to sort out the committee board – photos to be taken when the exec stash arrives.]

b. Committee Sweet Treats [AH]

Brought and enjoyed. AS to bring for next week.

c. Projector

It seems that the bulb on the projector is flashing. It may be worthwhile looking in to this and seeing if something needs replaced.

Alastair Stewart

GCR Secretary

11/09/2017