

# Ustinov College GCR Exec Meeting

## Minutes



### Action Points from 30/10:

*[AB to look into insuring our assets before the next trustees meeting.]*

*AB to look into and budget the fees for screening licenses.*

*CW to book the coach for the Bonfire trip.*

*CW to bring the committee sweet treats next week.*

*JG to discuss what should be done about the Dryburn TV with XM.*

*JG to submit his debit card and internet banking applications.*

*JO to contact Lana Mattar again about selling Beamish trip tickets at the Dryburn site.*

*JS to organise an anonymous poll for SP residents regarding feeling isolated.*

*JS to replace the first aid kit in the GCR office.*

*MR to advertise the Bonfire Night event at Framwellgate School by email.*

*MR to sort out the new external hard drive.*

*MR to set out a budget for a new office computer.*

*NQ to buy decorations for the Bonfire Formal ASAP, given the budget that was passed on 30/10.*

*NQ to contact the DJ Society about the formal on 03/11.*

*NQ to book the minibus for going between SP and HF on Bonfire Formal night ASAP.*

*NQ to book in the bar opening event at SP for the 17/11.*

*TAB to talk to Alex P about movie nights at Sheraton Park.*

*TAB to sort out the booking of the next GM.*

*TAB to sort out the committee board.*

*TP to check through financial reports from clubs, and organise the information for AB.*

*TP to sort out gym memberships (i.e. send names off to CIS).*

*VU to look into fixing the Sky+ box.*

*VU to sign up bar staff for the pub quizzes held in the SP bar and for the first big event there (17/11).*

*WG to consider what he will submit as an amendment to the SOs to give the role of Induction Officer some more meaning after IW has happened.*

*XM to finish the office furniture budget, and order the items after AB final approval.*

*XM to get a list of regular music room users from Sheila, and check if they are GCR members.*

*XM to draft an email about stash, and send on to AS to be sent to uv-info.*

*XM to send AB all of the information about costs for the kids party.*

*XM to look into the issue with the photocopier.*

**18:30pm, 30/10/17**

**1. Apologies:** MR, XM, JO

**Present:** JG, AB, AS, TAB, TP, AH, JS, CW, NQ

**2. Approval of minutes from last meeting.**

Minutes from 09/10: approved on the general aye.

Minutes from 16/10: approved on the general aye.

Minutes from 23/10: approved on the general aye, subject to the correction of a couple of mistypes.

**3. Matters arising from previous minutes.**

No matters to bring up.

**4. Agenda Items:**

**a. Bonfire Night Formal/Party Budget [NQ]**

*NQ to look into getting a DJ for the after party on the night of the Bonfire formal.*

**Motion:** *To pass a budget for £350 for the Bonfire Formal and After Party, which will cover the cost of a DJ, decorations and a photographer.*

**Questions:** NQ has not yet contacted the DJ society; he will try and get a DJ for around £135 since that is around what we usually pay. The decorations will cost around £100 and the photographer the rest.

*Have you included the effect of the GCR levy?*

AB explains that we do not break even with the GCR member ticket price of £12, and so lose some money when putting on a formal. JG says the £500 budget for formals last year was on top of this cost, but AB points out that Kirstyn said the formals cost around £500; she did not specify whether this included the money used to cover the tickets of GCR members. AB says that it has not been done before, so perhaps should be considered separate from the above budget. In the past it was not passed as part of the budget because the figure was not known.

**Vote:** Unanimous for. Motion passed, NQ to purchase decorations and organise DJ etc.

**b. Halloween Movie Marathon Date [AS]**

*(On behalf of Alex Papadopoulos)*

Alex P requests a date to hold a Halloween movie marathon. He was looking to hold it on Sunday 5<sup>th</sup> November, but realises that the Beamish trip is that day. He is asking if he could hold it either that Saturday (4<sup>th</sup>) or Sunday (5<sup>th</sup>). He says that if the Executive Committee gives him a date, he will organise the rest.

JG says that it can be held on the Saturday, but TAB suggests that perhaps Sunday would be better as people may decide to go to a fireworks event. It is decided it should be held on Sunday 5<sup>th</sup>. TAB will tell Alex P that we do not need to pass a date at Executive Committee meetings anymore since he checks with TAB and JO anyway.

**c. Sheraton Park Movie Nights [AS]**

*(On behalf of Alex Papadopoulos)*

Alex P would like to know what the plan is for movie night. He asks if there will be any at Sheraton this year and what the arrangement will be.

AH points out that when music was being played at the pub quiz, it was not loud enough, but JG says that was because the laptop was plugged into the wrong side. All that is needed is an HDMI cable, then it can be plugged into the bar side. TAB says that Alex P should be present when movie night at SP is discussed, and so will talk to him.

It was talked about a while back that perhaps movie nights at SP would be held on Sunday evenings. TP suggests that movie nights could be alternated between the two sites like the pub quiz, but AS points out that people may be less keen to walk between sites to watch a movie.

**d. Sheraton Park Gym [TAB/JG]**

**i. Gym Membership Transfer [JG]**

The discussion is on what the £20 payment should cover – should it allow people to access the gyms at both HF and SP or just one of them? JG points out that it does not really hurt the GCR to allow access to both. AH says that students at St Cuthbert's get access to both gyms for free. AB says that it will be an unpopular decision if the GCR do not allow access to both gyms, based on the emails that AB, TP and AS have been having so far.

The decision is to allow the £20 to cover access to both gyms.

**ii. Non-Ustinovian Usage of the SP Gym [TAB]**

Some JB and St Cuthbert's undergraduates have requested to use the gym at SP when it opens. They will not be allowed to. JG says he refuses to allow them to have a card that will allow them access to the bar area, as the licence cannot be enforced if this happens. The decision is that if the student is not part of Ustinov then they will not be allowed to use the gym.

**e. Screening Licenses [JG]**

Public screening licenses are required for screening movies, performing other people's work and for playing other people's work. JG points out that whilst College are technically the owners of the venue, it is the GCR (and GCP) who put on the events, so it seems fair that the GCR cover the licensing fees.

JG discussed the fees with Ian earlier today, given that for this year we have two sites that will need licencing, telling him that the GCR would not want to pay for both sites. Ian has said that they will pay for the SP licence if the GCR pays for the HF one. At the end of the academic year this will be discussed again; since the GCP is starting to use the licence that the GCR pay for, who pays for what regarding the licencing should perhaps be renegotiated. Ian has said that if the GCR pay for SP initially, College will reimburse.

AB states that the party responsible for licensing is the body who owns the building, which is technically College in the case of HF. The licenses that are required are PPL (for recorded music played by TV/radio), PRL (for other recorded music by for

example a DJ, the bar staff, people on open mic nights etc.) and PVS (for playing films).

AH asks if other licences are needed to play foreign films or sporting events. JG says that we pay the BT licence for sporting events, but foreign films are not so clear as there are some that are not covered by the normal licence. AB points out that if anything goes wrong regarding licencing then College is responsible at HF, and the owners of SP are responsible there. JG states that if the GCR want to keep running things, then it is in our interest to keep things above board.

AB asks if it would be possible to send Ian all of the links in order for College to sign off and make all the payments directly, and have the GCR refund College for the HF licence. JG says that Ian would be reticent to do this as he is very busy with other things. AB will look into how the licencing was done in the past, and budget it up for this year.

## 5. Officer Reports:

### a. Bar Steward [VU]

*VU to talk to Trudie about closing SP bar on Halloween to get an extra bar staff member working at HF.*

Sheraton Park bar was closed early for the Halloween party, thereby ensuring that the Howlands bar would have five staff working that night. Numbers were slightly disappointing, which may have been down to a number of factors including the bar running out of shot glasses, and the card machine not working for a short period of time during the night. Around £2,600 was made, which is a lot less than the predicted £4,000.

*VU to look into fixing the Sky+ box.*

Now that Trevor is gone, VU asks who should be contacted about this. JG says that either Ian or Emma Gardner, the new Assistant Ops Manager who arrives next Monday, should be contacted.

*TAB to email VU the dates of the pub quizzes being held at SP.*

VU to sign up bar staff for pub quizzes and the first big event. TAB has passed on the email.

Both bars still exist! The Bar Management Committee meeting happened last week. VU says it went reasonable well. There is confusion as to whether the members of SPRA and NCRA are voting committee members or not. They claimed that it was part of the College Council agenda to make an amendment to the BMC; JG is going to check the minutes of that meeting. AB asks if they would be able to add these members without a vote, to which JG responds he would assume not. He says this should be left ambiguous for now, and he will clarify the issue with College Council.

VU says the bar staff have been apologised to for the fiasco at SP bar (see minutes from 09/10 for details). The chiller unit in Howlands is currently broken, but should be getting fixed soon. At the moment, at the beginning of their shift the bar staff are expected to carry the kegs from the cellar, and take them away at the end. The Bonfire Night Party initially only had four staff down for working, but it is now fully covered.

AH says that not enough beer is being stocked at SP, as all of the Guinness was gotten through at the last pub quiz. VU points out that there is no storage space, so ordering more than what is usually there does not seem to be an option. JG says that at a party things should be ok as a second bar will be hired to join on to the current SP bar.

**b. Clubs & Societies [TP]**

*TP to draft email advertising that gym inductions will be done every Wednesday at 7pm.*

The email was drafted and sent out. An update will need to be sent out regarding being inducted again, and informing students on what the initial £20 membership will cover. TP to make a FB post soon.

*TP to check through financial reports from clubs, and organise the information for AB. To be done. AB asks for an ETA, to which TP says he will upload the form asap. AB asks if hockey has given the statement that they said they would; TP will check this when going through the form.*

TP would like to sort out which CIS usernames have been sent off regarding gym access, and which still have to be. TP calls for committee members to give him lists of people that have been through a gym induction. It seems a lot of people are waiting to get access; TP to sort this out.

TAB asks if big updates should be set to CIS rather than one at a time, as he has the name of someone who has gone through a gym induction. TAB will give TP that name, and TP will send it off with the list of other people that he finds have still to gain access to the gym.

AB calls for committee members to use the Google Form to update the gym membership spreadsheet so that the person has a time stamp next to their name (or at least for the date the person paid to be put in that column if typing into the spreadsheet directly). AB uses this date when working through the money/accounts.

**c. Communications [MR][Apologies]**

*MR to ask Brenda about creating a post about the Ustinov mentor program.*

MR asked Brenda about advertising the mentor program, but it sounds like the mentors are full up. JG points out that he thought the point of the mentor program was that any student wanting a mentor would get one, and suggests that College should be asked to get more mentors. TAB says this is easier said than done, but JG points out a number of SP residents have expressed an interest in getting involved. JS to talk to Brenda about this when he meets with her.

*MR (and communications team) to update the FAQs on the GCR website and look into advertising the existence of the page.*

The FAQs were updated.

*MR to send an email about the Bonfire Night formal.*

It was put on the newsletter, and tickets were successfully sold.

*MR to look into the recovery email address of the Peter Platypus Facebook account (i.e. check if DB has put it as his own personal email address).*

TAB notes that only the Communications email account is mentioned, so this should be fine.

The events happening over the next two weeks are the Bonfire Night Formal, the livers out bus to the fireworks at Framwellgate School and the Beamish trip. Formal name tags will need to be generated, and the committee should let MR know if the fireworks or Beamish trip need more advertisement. The trip to Edinburgh is November 26<sup>th</sup>, and MR suggests that a Facebook event is created for it next Monday, after the Beamish trip.

The external hard drive has not arrived. It has been marked by Amazon as 'out for delivery' since last Monday. MR thinks that it has gotten lost in the postal service, possibly because the SP postcode was used. MR to sort this out.

TAB calls for the committee to make sure students are aware of what they are buying tickets for. Someone had thought they were buying a ticket for entrance to the firework display at Framwellgate School, but it turns out they actually were sold a ticket for the Beamish trip.

**d. DSU [AH]**

The DSU Assembly happened last week, where new members were elected. Most of the SU Representatives turned up, but most people who were running for positions did not. Out of 23 candidates, about 12 turned up.

The things that were voted on included:

- The DSU is going to book a coach to take people to the no education fees protest in London, but the DSU will not hold a referendum on whether Durham should actively join the no fees campaign (partly because the referendum would be after the protest).
- Assembly voted not to try and stop the university temporarily getting the DSU building (Dunelm House) not listed for five years. The university wants to knock down Dunelm House and Elvet Riverside to build a new Arts and English Complex. There are currently no plans on when this would happen, what it would cost or what it would look like. Everyone was in agreement that the old building is not fit for purpose at all, and a new DSU needs to be built. The university will provide the money to do this (at the Mountjoy site) if they can get a complex built where Elvet Riverside/Dunelm House is currently located. The university has five years where they can end it or lock it down. The DSU has voted to do nothing.
- It was also voted to campaign to get student involvement in the naming of the new college. Currently only about four of the colleges are named after women, so it is preferred that the new college be named after a woman who has held a prominent role in the North East or in Durham University.

Mike Potter (DSU campaign coordinator) has asked for AH to give a list of Ustinov specific reasons why people are against the raise in college fees. AH has posted on

the executive committee group about this, and JG has given a list of things to PresComm.

University Challenge will be happening tomorrow night at 19:00 in the SP Café. AH will advertise this in the Facebook group tomorrow. A couple of people have shown interest, so it is important that they are encouraged to turn up. AH will order pizza, but is going to base the amount on who actually turns up to do the test quiz (i.e. he will not be providing free pizza to all Sheraton residents).

AH calls for committee members to invite people to the Rip Off campaign, which looks to protest the increase in college accommodation fees in Durham University.

**e. Facilities [XM][Apologies]**

*XM to finish the office furniture budget, and order the items after AB final approval. This is ongoing.*

*XM to draft an email about stash, and send on to AS to be sent to uv-info.*

XM sent an email to the company regarding stash. Sam was sick last week, but is working on the website already and will let her know when the link is ready to be sent out.

*XM to bring up music room access with Sheila (i.e. ask her to check if someone booking the room is a GCR member).*

XM sent an email to Sheila, and is waiting for a response. JG says Sheila asks the student if they are a GCR member, and if they say yes she accepts the booking. He suggests all that can be done is get a list of the regular users of the room and check to see if they are GCR members. XM to get this list from Sheila.

*XM to set a budget for the kids' party (after JG has spoken to college), to be voted on in the executive group chat.*

The budget was voted on and passed (there was one abstention). The kids' party went pretty well. XM will look to be reimbursed from AB. There was a small price change for the pumpkins, but according to XM the total cost was still under budget. VU points out there is now a pool ball missing. XM to send AB the costs for the kids' party.

*XM to continue to push the company to fix the Dryburn TV.*

The company is still fixing the TV. JG to talk to XM about what to do with the TV, as it seems the company has had far too long to try and fix it.

The gym company wants to do a gym induction on 07/11 at 10:30 – XM calls for some executive committee members to attend. TAB asks if non-executive committee members should be invited, to which JG responds yes, especially the Sports Representatives.

XM had a meeting with Farah (the Eco Representative) about doing things such as making a video telling students how to use bins properly. She contacted a food bank about organising some food collection from students at the end of each term. XM

has also contacted some charities about collecting unwanted clothes from Ustinov. She will work with Farah to make this happen.

**f. Finance [AB]**

Figures from the treasurer:

*Week start: £9,808.49*

<i>Etienne Lisse (DJ of Halloween Party)</i>	<i>- £135.00</i>
<i>Endsleigh Insurance GRAC01SU08</i>	<i>-£828.84</i>
<i>Endsleigh Insurance GRAC01DL02</i>	<i>-£1,884.96</i>
<i>BT Group PLC</i>	<i>-£356.75</i>
<i>Colors Taxis</i>	<i>-£200.00</i>

*Carried forward: £6,402.94*

*[AB to look into insuring our assets before the next trustees meeting.]*

*MR to set out a budget for a new office computer.*

Ongoing. JG spoke to Joe F, who thought that the GCR were supposed to be provided with a table and an office computer. It turns out that this was something Nick Benbow said, but unfortunately was never put down in writing as it was not discussed during an official meeting.

*JG to talk to college ASAP about paying for the children's party.*

College have agreed to reimburse some of the cost for the children's party.

AB collected the pool table and vending machine money. He is arranging to do a bank drop with Ellen, and will train her how to do this for the future.

There was a GCR member who was on office hours on Wednesday who had not gone through office hours training yet. AB asks for the committee to make sure only to swap with people who have gone through the training. TAB states that everyone has now been inducted, so it should not be an issue until the next GM, if anyone is elected.

AB is waiting on the financial document summary about Ustinov clubs and societies from TP, and is waiting on JG to submit his debit card and internet banking applications.

**g. Induction Officer [WG]**

AH says that given the majority of the role of Induction Officer is now complete, perhaps WG could help NQ coordinate the buses for events through the year. WG agrees to help with this.

AB asks what WG's role is at the moment. WG says he will be organising representing the GCR during Open Days, and if any of the other committee members

need an extra pair of hands they should let him know. TAB suggests WG could submit an amendment to the SOs to extend the role of Induction Officer beyond IW, which WG had mentioned before. WG will consider this for next week, and give a proposal to be submitted for the next GM.

**h. International Officer [JO]**

*JO to contact Lana Mattar about selling tickets for the Beamish trip at Dryburn.*

JO had emailed Lana, but did not get a response. TAB says that perhaps he should email her again to see if she will reply when prompted.

The Beamish trip is happening on Sunday. JO is going to print out fifty-two copies of a mini history of Beamish Museum that he is putting together. Each will be four A4 sides of paper, to make a total of 104 sheets of paper, so JO wants to double check this is ok. JG says he can do this, and the committee agree it is a good idea. XM to look into sorting out the issue with the photocopies.

**i. Livers Out [CW]**

*CW to create a Google Docs sign-up sheet for the Bonfire trip.*

This was created and sent out.

*CW to book the coach for the Bonfire trip.*

The coach will be booked after CW has looked at the response rate.

CW is hoping to begin the Saturday morning livers out social with a post-formal brunch this Saturday (04/11). CW calls for anyone who can think of a name for the event to contact her.

MR to send out an email advertising the event.

**j. Social Secretary [NQ]**

*NQ to buy decorations for Halloween ASAP, given the budget that was passed on 23/10.*

*NQ to book the minibus for going between SP and HF on Halloween ASAP.*

These were both completed. The Halloween Party was a success. NQ says that he had a lot of help from non-executive committee members, and in fact some non-committee members too.

A Social Committee meeting was held this week. At that meeting, it was decided that a grand opening party for the Sheraton Park Bar would be held on the 17<sup>th</sup> November. This week, NQ will be working with his committee on setting up for the Bonfire Formal and After Party. Set up will begin from 15:00.

NQ to book in the SP bar/café area for 17/11 using the social events booking form. TAB says that it is listed as the 'SP Common Room'.

Another Social Committee meeting will be held this week in order to buy decorations for the Bonfire Night formal. XM will be making a speech at the formal

in JG's stead. AS will set up the microphone that night. NQ says that a call for help will be put out to help take all of the decorations down in the Howlands Building and Fisher House.

JG asks if it is possible to get a minibus to and from the formal on Friday. NQ says that this will be more expensive due to the earlier start of the formal compared to the Halloween party. AH points out that it is better to make sure people get back ok, especially after they have been drinking. AB asks if it would be possible for Colors to split the work into two sections; NQ says they charge £40 an hour, and he will enquire about this possibility.

NQ asks if anyone heard anything about the minibus that was running for the Halloween party. AB says the driver was professional, and attended the times that he was supposed to. However, it was a little small, and people ended up walking back due to the long waiting times. The turnaround between sites was around half an hour, so adding Gilesgate onto the journey made the route a fair bit longer. JG asks if anyone benefited from the addition of Gilesgate, to which the committee is unsure. NQ will ask around, and if no one seemed to benefit from it then this part of the journey will be cut in future.

NQ points out that a bigger bus may be possible for the Bonfire Formal, as it will not be Halloween party anymore. It is decided that ideally the bus would run from approximately 17:30 – 19:30 at the start and then from 23:00 or 00:00 to 03:00 at the end, probably just between SP and HF. NQ will organise this; the funds will come from the transitional budget.

JG states the Halloween party was great, and the committee gives thanks to NQ and his team.

**k. Steering [TAB]**

TAB will book the next General Meeting for 19:00 on Wednesday 8 November at Sheraton Park, unless there are any objections. Unfortunately two committee members have resigned this week, so Ball Secretary and Election Officer will be up for election again (Election Officer would have been anyway owing to there being two positions available) at this meeting, alongside the other vacant committee roles. Anyone wishing to propose any £500+ budgets, or standing orders changes etc., should do so at this meeting, as it should be the last GM this term! All new committee members are now inducted to office hours.

*TAB to organise a rota for office hours.*

Completed, this will be done on a weekly basis for now. There may be one or two new committee members elected after the next GM – after this a more permanent rota will be established.

It turns out that the Sheraton Park bar/café has an event on when the GM was going to be. TAB asks if the date should be changed, or if it should be held at HF now. JG says that MR would prefer to have the GCP event in the community room anyway, so perhaps he could get the key to the room and hold the event there. He thinks that it should definitely be held at SP this time, since it was held in HF during

Induction Week. TAB will message Rebecca to ask if they can commit to using the community room for their event, so that the SP pub/café area can be used for the GM.

**i. University/College [JG]**

JG has attended several meetings this week (see for example the Bar Management Committee meeting discussion under a.).

JG was annoyed about finding out that he was not one of the students asked to talk to the University Council at the lunch in SP tomorrow. As the elected student representative, it seems that he would be best placed to put forward the views of the students on SP, which the committee is in general agreement with. It appears that Glenn delegated to Rebecca, who asked MR and Jacqui to do it instead.

JG told Glenn that he found this unacceptable, and has now been invited to give a short presentation. He plans to present the FAQs from last year on the things that were promised would be at the SP site, but currently are not. JG calls for people to talk to him if they have any comments on what he should be saying at this meeting.

**m. Welfare [JS]**

*JS to go through the Welfare Officer drawer.*

The Welfare drawer is sorted.

*JS to sort out the welfare email.*

JS got the form to set up the welfare email from JG, and has now gotten his signature so can apply for the email.

An Alcohol awareness roadshow is organised for 16<sup>th</sup> November at Sheraton park, with another one booked for February time at Howlands. The pub quiz that week will have an alcohol awareness round, with the roadshow trainers writing the questions (with the brief of ensuring the questions are not too depressing). TAB specified this, as when a similar thing was done by a previous Welfare Officer it was rather depressing. JS gave them the brief of e.g. no death statistics.

JS posted in the Ustinov Facebook group regarding Sheraton park being too bright. Most people seem to disagree and think it is OK, but some credible complaints seem to have been made regarding certain rooms. The complaints came more from a lack of privacy. JG spoke to Ian about this, who will be giving the new Assistant Ops Manage the job of costing up what it would take to cover the room windows in some kind of plastic cover to give them more privacy. Additional concerns were raised by students in the flat adjacent to the SP gym regarding noise and welfare.

There have been complaints about feeling isolated at SP. People are arguing that there should be better transport links from SP to town and to the university buildings. JS states the university should have put on a shuttle bus on between SP and the university campus sites. JG points out that he said this a while ago, and

nothing was done by the university to organise it. TAB suggests that the number seven bus would take students in to town, but not to the university or to HF.

The quiet room at Howlands is now booked between 6-8pm every Thursday night over the next year (with a few exceptions) for welfare hours. Welfare hours will take place on a Tuesday at Sheraton park (replacing regular GCR office hours, providing frosted stickers work) and Thursdays at Howlands in the quiet room (regular GCR office hours will still be covered by another GCR member). They will start from next Thursday. TAB asks if he should leave the Welfare Representatives out of the normal office hours rota. JS thinks this is a good idea, and states that he will organise the rota for the Welfare Officers.

JS asked JG to raise welfare issues at the BMC, in particular regarding mocktails and bar lighting.

The Ustinovian has asked JS to write an article on medicines in the UK. This will be a small feature to ensure that international students understand the medicines that are available to them in the UK, as they can differ worldwide.

AB states that there was abuse shouted at students on Saturday night. More than one person was shouting things like 'University students are c\*\*\*s'. AB believes that if people in the block next to the people yelling these things heard them, they could feel intimidated. It happened late at night, and AB thought it would be best JS was aware of the situation in case it was brought up by any of the students. JG says that perhaps a post should be made in the residents group saying that this is totally unacceptable. The committee agrees that this was atrocious behaviour from the culprits.

JS is considering creating a poll to find out how many people in SP feel isolated. AH points out that this should be made anonymous, as people may not be keen to answer if their name is associated directly with the complaint. JS will organise this, and says depending on the outcome of the poll perhaps more events should be organised at SP. TAB points out that the GCR will definitely be looking in to doing this, regardless of the outcome of the poll. For example, movie nights will be held there soon.

## **6. AOB**

### **a. Committee Board [TAB]**

*TAB to sort out the committee board (photos and new committee members). Ongoing.*

### **b. First Aid Kit [CW]**

The first aid kit in Howlands needs restocked. CW points out that someone came in to Fisher House who had scraped their arm quite badly. She got the first aid kit, and noticed there was not much in it. JG asks if this was the one behind the bar; CW says it was the one in the GCR office. JS will organise restocking the first aid kit.

**c. Committee Sweet Treats**

Sadly we forgot to nominate someone for this week. CW has kindly offered to bring for next week!

Alastair Stewart

GCR Secretary

30/10/2017