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# Ustinov College GCR Exec Meeting

## Minutes



### Action Points for 05/02:

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

*AB to budget up buses that will be needed for the rest of the year.*

*[AB to look into online payments.]*

*AS to make the formal sign-up sheet.*

*CW to look in to doing something for Pancake Day.*

*JS to reopen the SP Café survey and look through the responses.*

*MR to look into getting a cabinet for the SP bar to be placed near the sound inputs.*

*NQ to organise decorations for the Chinese New Year events.*

*TP to tell Colin to paint the inside doors of the dartboard with the paint purchased for the dart team.*

*TP/AB to purchase the flags for the World Cup.*

*TP to organise the re-clothing and re-cushioning of the pool table(s).*

*XM to collect the printer for SP from Ian.*

*XM to find out the HF café opening times.*

*XM to contact Dusk 'Till Dawn and ask them to do karaoke all evening (until around 01:00).*

*XM to send an email requesting volunteers for CNY decorating.*

*XM to purchase the screen protector for the Dryburn TV and organise installation.*

*XM to look into getting a fairer way of allocating hours of the music room to students.*

### 18:30pm, 05/02/18

**1. Apologies:** JO, MR

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

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

Minutes from 22/01: approved on the general aye.

Minutes from 29/01: not yet complete.

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

Nothing to discuss.

**4. Agenda Items:**

**a. Chinese New Year [NQ/XM]**

*NQ to organise decorations for the Chinese New Year events.*

*NQ to contact Dusk 'till Dawn about having Chinese songs involved in karaoke after the Chinese New Year formal.*

**Proposal:** *To pass a budget for up to £400 for the Chinese New Year celebrations. This includes items for the day event (£100 for decorations and £50 for activities) and*

*for the formal after party (£175 for karaoke to be held from 21:30 – 23:30 and £75 for a DJ from 23:30 – 02:00).*

**Questions:**

*Is it feasible to get a DJ to run a party from 23:30 – 02:00?*

XM contacted the Chinese Society but they did not know anything about getting Chinese karaoke. She asked Dusk 'till Dawn, who said they have Chinese music but not the lyrics so students will have to look them up on their phones. There is general agreement that this is fine. XM to ask if they will do karaoke until 01:00, which was when IW karaoke went on until.

It is pointed out that College should give some money for the Chinese New Year event since the GCP were originally supposed to run activities during the day. CCTV stream their program through Youtube, so this can be played during the day.

XM to send an email to call for volunteers to decorate Fisher House on Thursday (Chinese New Year's Eve). It is suggested that snacks could be bought for the event.

**Change to Proposal:** *To pass a budget for up to £500 for the Chinese New Year celebrations. This includes money for karaoke, decorations and items for events that may be run.*

**Vote:** Unanimous for.

**b. Merits of an Inter-MCR Event [NQ]**

The rough plan is to hold a DJ party when the undergraduates are not around, and invite postgraduates from other colleges. This may be held during the Easter holidays. A theme will be come up with. JG has cancelled the inter-MCR formal; there was no financial loss.

**c. Date for the Pride Party to be held [JS]**

JS met with Ryan (LGBT+ Rep) to start planning the Pride party. They discussed potential dates. Durham Pride is on 22<sup>nd</sup> May, but the exam period is from 2<sup>nd</sup> May to 1<sup>st</sup> June. The 2<sup>nd</sup> of June was proposed, but that is when the SP mini festival is going to be held. The decision is to provisionally book it for Friday 25<sup>th</sup> May. Sadly, Tess Tickle is booked for all of May.

**d. World Cup Flag Budget [TP]**

**Proposal:** *To pass a budget of up to £218 for two sets of flags of teams that are competing in the World Cup this year.*

**Questions:**

*What size are the flags?*

The flags proposed were only 3ftx2ft; it is decided to go up to 5ftx3ft which cost £134.40 each. A concern is put forward about the lack of space in SP café/bar area, and it is questioned whether the smaller flags would be more appropriate for there. Another concern is raised about what will be done with the flags next year if both sets are bought. It is pointed out they could be used for formals or the Icebreaker

Quiz during Induction Week. Furthermore, the committee cannot be seen to be favouring HF over SP.

*Will we be able to put them up at SP (will College allow it)?*

JG says there is no reason why we should not just put them up around SP. AH does not want to spend all the proposed money on flags for Glenn to then ask to take them down, but JG points out that Glenn specifically asked if we would be having flags again.

*Are we bringing the flags currently hanging in Fisher House to SP next year?*

No, they are stained.

**Change to Proposal:** *To pass a budget of up to £250 to spend on flags of the World Cup teams for SP and HF.*

**Vote:** 9 in favour, 2 against. The proposal passes; TP/AB to buy the flags.

**e. Games Console [TP]**

TP asks the committee if another games console should be bought to keep at SP. It will cost £405 for the console, four controllers and three games.

At HF there is currently an Xbox 360 and a Wii, but there is nothing currently at SP despite having the facility to use a games console. TP believes that it would get used; the games consoles are used quite frequently at HF. It would also allow gaming events to be run in the café/bar, perhaps making it a more interesting area for students to spend time in.

It is questioned how many games for the new generation consoles allow four person split screen. TP says that included in the budget was Fifa, a Call of Duty game and Rocket League, all of which are four person split screen games. AH points out that in his experience there are very few other games that have this feature.

JG asks how it will be stored and let out; it is suggested that it is stored in the cabinet that MR is to buy for the SP café. It is pointed out that the bar will not necessarily be open when someone wants the console, but this is also an issue that has been worked around at HF and so should not stop the console being purchased.

AH suggests that a day of Fifa could be advertised at SP and the Xbox brought over as a tester before the console is purchased. However, it is pointed out that the consoles are used already consistently without direct advertisement. It is also said that whilst Fifa is popular, so are games like Mario Kart and Super Smash Bros. TP reminds the committee that the Wii would be kept, and moved over when Ustinov moves out of HF.

TP also points out that this console could be used as a Blu-ray player, and connected to Netflix, which AB says would be easy to do.

It is decided that the SP/HF Reps will be asked to get feedback on the idea from students.

**5. Officer Reports:**

**a. Bar Steward [VU]**

Both bars still exist! Staff were assigned to yesterday's Super Bowl party and it was a success. There were beer buckets with Sam Adams, Brewdog and Goose Honkers taken from the Howlands stock. Trudy sent an angry email regarding the apparent mess that was left with the bar, including the rearrangement of furniture that she expected the GCR to move back. Jack and VU took the leftover stock back to HF and dumped the empty bottles. VU believes the bar did relatively well, but will have to wait until the end of today's shift to find out how well due to the midnight reset of the till.

TP points out that the sound in the bar is not very good. Once there is any noise in the bar, it is very difficult to hear the television even when it is at full volume, which is a problem during a sporting event when people are generally a bit louder. However, it seems not very much can be done about it.

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

*TP to organise the dartboard getting put up in SP.*

TP purchased rubber matting to be put down in front of the dart board. He is still to email college about paying for half of it. JG took the darts board over to SP for Colin to start making the enclosure. He asked for some blackboards to be purchased to go on the inside of the enclosure (to fold out on the doors) for scoring. This should be less than £50. TP suggests painting the inside of the door with the paint that was purchased for the dart team; TP to ask Colin to do this.

*TP to organise the re-clothing and re-cushioning of the pool tables.*

This should be done in the next 2/3 weeks.

*TP to look into buying a new table football table.*

This will have to be passed at a GM as generally they cost more than £500. JG says that unless we get rid of one of the pool tables then he does not believe that there will be space for it. There is a fire door opposite the pool table and it could not be kept in the seminar room. It is pointed out, however, that the one in HF is very popular.

JG and TP met with Quentin regarding sports for next year. JG believes that the facilities that will be provided should be good for a couple of years, but questions how it will work in the long term, and what will happen if Ustinov gets new teams. He thinks we should be able to get most of what we asked for with equivalent times to that we have now. However, this will only be during term time. Quentin said that Ustinov should be able to get space in Maiden Castle out of term time, however at the moment it is not clear whether they will charge us for this or not. There is still some hope that Durham School gets back to Quentin saying that the school can also be used during holidays. This situation will be brought up with Owen on Wednesday.

TP has created a separate sheet for gym inductions; once someone has been filled in on both sheets TP will send their name off to CIS to get access to the gym.

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

No updates.

**d. DSU [AH]**

AH will be attending meetings on how to set up voting stations for the DSU elections.

Strike action is planned; AH has put Megan's response on the Committee Facebook group. AH is unsure how it will affect Ustinov students; some people may be annoyed that their lectures get cancelled.

Grey College have put in a response and are calling for a vote of no confidence in the PVC of Education. They request that all the Common Room presidents send letters in to support this. There are a lot of people that are unhappy with the university response to the strike action. It is pointed out that if people are upset they should help them, but maybe pushing for this VONC is not what they should be spending time on.

At Assembly, more policy on mental health was discussed. They are also trying to organise a tenants union, which will encourage low income students to apply. Furthermore, policy is being updated to include more of the gender spectrum.

They are putting in paper work to say that DSU Rep committee meetings have to happen; currently it is up to the president whether they do or not. They wanted to make them every two weeks, but AH said that is not a good idea.

There will be an Academic Forum on study space, in particular the lack of study space. AH calls for Ustinov students to attend. He points out that being there in person in order to question these issues is more effective than relying on the panel to read a survey.

**e. Facilities [XM]**

*XM to sort out free printing for the other GCR exec accounts.*

XM will collect the printer from Ian this week for SP.

*XM to organise set up of the Dryburn TV.*

The TV arrived at Dryburn on Saturday; XM will arrange installation this week. It is pointed out that TV installation is quite expensive, and that Colin should be doing these kinds of things as the handy man for Ustinov. However, Ian said go professional.

*XM to look into getting a fairer way of allocating hours of the music room to students.*

Ongoing. The situation was explained to XM.

*MR to look into getting a cabinet for the SP bar to be placed near the sound inputs.*

This is still to be done.

*JS to reopen the SP Café survey and look through the responses.*

This will be sent out this week.

*JG to purchase new pool cues.*

The pool cues etc. have arrived; Colin will put up the rack for them.

The college competition is ongoing. Sarah posted posters and events on Facebook. XM contacted college to see how they would check how much energy each block used. Based on that, the students in the most energy-efficient block will be rewarded. Sarah got some rewards from Claypath Deli and the Pancake Café and XM will ask if College will contribute toward it. JG points out that if they compare our energy consumption this week to the week when SP heating was broken then it will look quite bad for Ustinov.

**f. Finance [AB]**

Figures from the treasurer:

*Balance on 29/01: **£14,816.90***

<i>Argos</i>	<i>-£403.94</i>
<i>A Murray Travel</i>	<i>-215.00</i>
<i>Davison Taylor Photography</i>	<i>-£126.00</i>

*Carried forward (05/02): **£14,071.96***

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

*AB to buy a new hard drive.*

The hard drive has been purchased.

*AB to look into sorting out online payments for next week.*

Stripe requires the GCR to have a company number to do business which as far as AB knows we do not have. Very well set up for businesses. Therefore, the GCR would have to register with Companies House, which he is hesitant to proceed with without first fully knowing what the implications are. The initial account has been set up, but that information is needed before any account can be attached to it. AS to make the formal sign-up sheet for tomorrow. AB says the DSU system will probably have to be looked in to again.

The money from the pool table has been collected.

*AB to budget up buses that will be needed for the rest of the year.*

AB could not find the list of events when he was looking for it before; this will be done this week.

**g. International Officer [JO] [Apologies]**

Nothing to report.

**h. Livers Out [CW]**

CW asks if we do anything for Easter; there is usually a Children's Egg Day party and there is sometimes a movie marathon. JG suggests perhaps something could be done for pancake day. CW will look into organising something for pancake day.

**i. Social**

**i. Social Secretary [NQ]**

*NQ to purchase the Super Bowl snacks/organise the event.*

The Super Bowl party happened and it was a success. The snacks that were purchased for the event were quite popular.

*NQ to organise a meeting between him, JG, CW and Jintong to lay out dates for the formals next year.*

JG has put some notes on potential dates for next year's formals on the Google Drive.

NQ will be calling a social committee meeting this week to discuss next Friday's numerous events. He will get in contact with XM, Vera and Lily to get some culturally appropriate decorations. Anyone who wants to participate should let NQ know.

**ii. Ball Secretary [FO]**

Welcome to Fernanda, who will be joining the Executive Committee until the Summer Ball is organised. The date and venue for the Summer Ball are booked, but the rest is up to Fernanda and the committee. JG, CW, NQ and FO will arrange to go and see the meeting in order to get an idea for what can be done. For now, ideas for a theme can be thought of, and a budget can start to be put together in time for the GM in March. AB has said if FO would like the figures from last year then he can give them to her. Coaches will be organised for the event.

**j. Steering [TAB]**

The general committee meeting took place and was attended by 21 of the 36 committee members, with nearly all absentees sending apologies. Some useful discussion took place, and there was a unanimous vote to cancel the inter-MCR formal scheduled for March. Owing to the absence of both ecology reps, TAB has spoken to Sarah Williams about the litter picking and some other environmental points. He is arranging office hours training for the three new committee members, and will need to rejig the rota slightly at some point soon.

TAB is planning to speak to Kimberley and Singh about making it easier for international students to run for positions.

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

SPRA was generally uneventful, apart from a number of resignations. Their AGM is coming up where they will be pushing hard for replacements, but it is yet to be seen if anyone will take up the mantle as no names were mentioned. They do not seem

to have advertised it yet. They would like to try and write students out of their constitution at that meeting too. It will be held on 6<sup>th</sup> March.

HUG (Howlands User Group) had to be abandoned as only JG showed up from the Ustinov side because the COs had forgotten to send apologies (apart from Ian).

JG is confirming with Ian that the finances of the bar and café at SP are being properly separated so the GCR can recoup money from our arrangement with College. At the moment the bar staff members he has spoken to are not clear that hospitality would be able to separate it at the end of the day. Ian appears to have ignored the email for now. The GCR are supposed to get half of the profits from the bar.

There will be a meeting in the SP Café with Owen Adams on Wednesday at 18:30. All Ustinovians are encouraged to attend. JG started to write up a list of attack routes today for the meeting, and calls for committee members to add to it. Questions will include what position we are in with sports facilities for next year, whether or not an impact assessment on student wellbeing was carried out in 2017 and what will happen to the funds alumni have donated for, for example, the new study space being built that is no longer for Ustinov. Furthermore, bar licencing issues that were not even considered in the business case will be brought up. The idea will be to take questions from students who are attending, but also have an executive committee member there ready to ask more targeted questions that are prepared beforehand. Owen Adams will be asked if he minds the meeting being recorded. AH will handle the microphone, to allow people in the audience to ask questions and every question or two will ask one from the list.

The Freedom of Information requests for both the SP business case and the College accounts have been granted.

The Ustinovian article JG was preparing has been written and submitted. Someone has been chasing JG about an interview, but then messed him around with dates.

JG had a meeting with Ian about storage space. We now have two cupboards on the third floor of Sheraton House. The key cards that are in the GCR office will grant access to them; they are the same cards that allow gym access.

Regarding the sign-in book, it seems it is supposed to go in the porters' diary but they are not used to it so they have not been doing it.

AS questions what the opening hours of the café are in HF, asking if it has been decided to keep it closed during the weekends. Unfortunately the GCR and College are not in charge of that café anymore (ACS is), so no one is sure of the hours that it is supposed to be open. The place seems to be very poorly run. XM to find out the café opening times.

AB will speak to the president of Hatfield about their poorly organised inter-MCR formal.

**I. Welfare [JS]**

The alcohol awareness event was run on Wednesday and went really well; more students attended than JS was expecting. Round two will be happening at SP this week at the later time of 19:00-21:00 so the bar will be open.

JS and Maryham (Female Welfare Rep) are concerned about a few reports of harassment that students feel have not been dealt with well at College, so are meeting with Brenda and Sarah P this Wednesday morning to talk about how this can be improved.

JS had a few one on one welfare sessions. The condom delivery has had shipping delayed, but should be arriving this week. There are now pots of the correct size to put in SP to store condoms. JS has also started the very early stage planning of a Pride event with Ryan (the LGBT+ Rep).

JS will be creating a guide to walking and cycling on the road. There are a lot of people walking down the side of the road where there is no path, and there are cyclists going down the middle of the road, weaving in and out to avoid cars. Furthermore, there are people who are on their phone while crossing the road, which JS is very concerned about.

**6. AOB**

**a. Hangover Brunch [CW]**

CW will not be there for hangover brunch after the CNY formal, so calls for someone else to go in her place.

Alastair Stewart

GCR Secretary

05/02/2018