

Ustinov College GCR Exec Meeting

Minutes



Action Points from 26/02:

AB to send in the banking form that JG filled in regarding the debit card.

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

AB to look into sorting out online (ticket) payments.

AB/TP to buy the new games console, games and controllers.

AH to create and send out a survey regarding Don sets.

JG to contact the Radisson regarding holding next year's Induction formal and Burns Night formal there.

JS to look into the results of the SP café survey.

JS to submit a reimbursement form to AB.

MR to speak to Walter about using and updating the website.

NQ to look into hiring silent disco headsets.

TAB to organise a committee social.

TP and JS to organise a central store of first aid items for the sports teams.

TP to budget fixing the pool mechanisms.

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

TP to talk to choir about changing their constitution.

TP to organise photos of sports teams.

TP to send out information about the next funding call for sports teams.

[TP to talk to Breakaway about moving pool tables from HF to SP.]

XM to talk to Ian about being able to put up student art in SP.

XM to discuss the HF café situation with Ian.

XM to get a new screen protector for the Dryburn TV.

18:30pm, 26/02/18

1. Apologies: AB, JO

Present: JG, TAB, XM, AS, AH, TP, CW, VU, MR, JS, NQ, FO

2. Approval of minutes from last meeting.

Minutes from 19/02: Approved on the general aye.

3. Matters arising from previous minutes.

No issues to discuss.

4. Agenda Items:

a. Silent Disco for Sheraton Party [AH]

The sound in the SP bar is not particularly good when put on for a party. The end of term party will be held in SP, and people will want to dance. Therefore, AH proposes that it may be worth looking into renting silent disco headsets. JG points out we could trial them a couple of times and see if they are worth buying. NQ to work out a budget for them.

It is pointed out that there is a lot of art stuff around in the SP café bar; on the floor and on the shelves. It does not belong to the GCR and College have been told about the party, so it is up to them to move it if they want to.

b. Switch Off for Earth Hour [XM]

Farah contacted XM saying that she wanted to organise a 'switch off' on 24th March for Earth hour. She said that she understands this probably cannot happen for the full hour, but wondered if 15-20 minutes would be ok. A forced 'switch off' would turn off the Wi-Fi, and all the fridges and freezers, so it is decided this cannot be done. Historically students have been encouraged to join in by switching off their own lights. MR suggests trying to get the lights in the central area of SP switched off for the hour, however it is unsure if the porters have control over them. XM to talk to Farah about this.

c. First Aid for Sports Teams [JG]

TP to do a survey of teams and what first aid kit they have. JG proposes the idea of a central store of first aid equipment to refill the packs. It is not clear what first aid items all of the teams have, or whether they know themselves. It is cheaper to buy in bulk, so a central store would perhaps be the most cost efficient way of doing it. JG not sure the sports teams pay attention, so ask them. The committee agrees that first aid items should not have to be applied for by teams in the same way that other equipment is requested. TP to discuss with the teams what they need, and organise the order with JS.

d. Increasing the BBQ Budget [JG]

This year, the GCR has received around £10,000-£20,000 more in levy payments. In general, it does not seem like a good idea for the GCR to have lots of money in the bank, so we should be spending the money. JG cannot think of anything else in particular that it should be spent on, so would like to increase the BBQ budget.

It is pointed out that some money should be available for next year, for example if buses need to be put on for formals or if other extra costs are run in to due to moving fully over to SP. JG reminds the committee that there will be a budget of £6,000 available specifically for formals.

It is suggested to spend more money on the Summer Ball; it is pointed out that unlike the BBQ, only a limited number of GCR levy payees can attend the ball, so perhaps it would not be the best use of the money. A suggestion is put forward to subsidise a Prince Bishop's boat cruise, which can also be advertised to livers out. However, this may be better shared with other MCRs.

Other things are discussed such as spending more on the remaining parties, holding more brunches and buying something to commemorate Howlands Farm in some way. However, it is pointed out these things can all be done too. This discussion is supposed to be particularly focussed on thinking of things that would need a larger

order of magnitude of money spent on them. One event that the committee agrees may be a good idea to organise is a Winter Ball, however TAB points out we will get levy payments again next year so this too can be done separately from this year's levy payments.

It is agreed to increase the budget of the Summer BBQ.

e. Formals for Next Year [JG]

JG has gotten quotes for external formals for next year, and would like to discuss what the committee thinks is best.

Radisson: £30pp for food, plus some charge for the bar/disco. There has been no response from the Radisson yet, but a phone conversation has been had for approximate prices.

Ramside: £22pp for food, with disco and bar included. There is no space to rent that could contain over 200 people, and buses would be required to get people there.

JG points out the menus for both look great. The Radisson can do Saturday 6th October for the Induction Formal and can do Friday 25th January for Burns Night. The Ramside can only do Thursday 4th October and Thursday 24th January. The upside of this is that it seems Thursdays are a cheaper.

It is pointed out from a couple of committee members that the food at the Radisson seems better than Ramside. Furthermore, people would be able to go out in town if they wanted to after the formal if it was in the Radisson, or they could head home easily whenever they wanted to. Buses would have to be arranged to leave at particular times if the formals were held in the Ramside.

CW points out that a new hotel is opening up opposite the County Hotel, with a Marco Pierre White restaurant, and wonders if it would be worth looking in to as an option. TAB does not recall the building having a big enough room, but says they may have changed it all.

NQ points out that the Burns Night and Induction Formal seem to be the two most popular formals of the year, so it seems very likely that the GCR would be able to sell more than 200 tickets. The Radisson has space available for more than 200 tickets. Furthermore, there is general agreement amongst the committee that it would be better to hold the formals on a Friday, which the Radisson allows for.

It is decided the Radisson is the way to go. JG will look into whether this is definitely a possibility.

f. Ladies Night [JS]

JS asks if the bar can do a 'Ladies Night' for International Women's Day, for example by giving a slight discount on drinks for one night at the pub quiz, or by having a special drink/cocktail/mocktail on sale. VU likes the idea of the special drink; he does not believe hospitality will program the tills to offer a discount. A special cocktail and mocktail will be made for that day.

5. Officer Reports:

a. Bar Steward [VU]

Both bars exist! The residents have been notified about the end of term party at Sheraton. The mobile bar will not be there since Hospitality thinks the bar did not make enough money during the last party. The bar only made £1,100 so they won't spend £500 for the bar. It is pointed out that a loss was probably made at the last party in SP. Instead, there will be a GAMCO mobile unit that has an additional keg of our choice. There is currently no cider on tap in SP so it is decided to make this extra keg Somersby.

It looks like on the 14th March Hospitality has not put anyone on the bar. Yan has asked for this shift, but Trudy told him all the spaces are filled. He will show up for the shift anyway since no one is down on the rota for it.

b. Clubs & Societies [TP]

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

TP is still waiting to hear back from Breakaway. Both mechanisms are currently broken, one of which is not useable right now. It is pointed out that we will lose a lot of money if the mechanisms are not fixed. It seems that people are intentionally breaking it; if this is true then the pool team will have to be talked to. TP to budget fixing both mechanisms.

TP to talk to choir about changing their constitution.

TP contacted Sam to discuss the Choir constitution. He is going to meet with him to discuss clarifying what his position is in the choir constitution.

TP to organise photos of sports teams.

TP is asking the Ustinovian to borrow photographers for the team pictures. Kimberley gave him the names of photographers who are part of the Ustinovian, so he thought it would be best to go through them. He asked for one of the sport editors to go along to get team photos and maybe some action shots of a game or practice. It is pointed out they may not be happy to do this for free.

TP to speak to Ian about mirrors for the gym.

Emma has ordered them, they should be sorted soon.

TP to buy some darts for SP.

These were purchased.

TP to send out information about the next funding call for sports teams.

This is to be sent out.

[TP to talk to Breakaway about moving pool tables from HF to SP.]

This will be put in part of the email TP will send.

The flags have arrived of the teams participating in the World Cup this year. It needs to be worked out when they will be put up.

c. Communications [MR]

MR to speak to Walter about using and updating the website.

It is pointed out that it is very straight forward, and he should be able to work out what to do. There are things that need to be updated, for example the committee page and information on SP gym.

XM/MR to advertise the York trip be WeChat/email respectively.
This was done.

MR and the rest of Comms to look in to making a nice calendar of events for next term. Small leaflet and something that can be blown up into a poster. Can have that in key places. Nice to have a hand out too. Going to speak to Comms and see if they can help.

Advertise York trip again on Wednesday.

d. DSU [AH]

The DSU elections happened; the Ustinov turnout was quite good (9.25%). AH is going to create questions for a survey to gauge Ustinov students' thoughts on Don sets (regarding price/commodities/the need for them). JG spoke to Glenn about them. He said that if he can get back to him with a good case, then Glenn can talk to the relevant university committee.

Regarding the name of the new College being built; the idea was to get suggestions of women who contributed in some way to Durham or the North East in order for it to be named after one of them. However, it seems certain senior members of the university are trying to get a donor to pick the name. Megan (DSU President) is not happy about this at all.

e. Facilities [XM]

XM to talk to Ian about being able to put up student art in SP.

Ian responded to XM saying Glenn wants to turn Ustinov College into the art centre of the university, so suggested that she talk to him first. Glenn has been cc'd in the email so XM is waiting for his response.

XM to find out the HF café opening times.

According to the university, the café in HF is still open during weekdays, but they have decided to close it during the weekend because it was not making any money. However, they said they have organised for the food to be sold behind the bar during the weekend. XM has pointed out to them that this does not seem to be the case, and is waiting for a response. VU says he got an email once about it, and sandwiches were put behind the bar, but it does not seem to be a consistent thing. It is pointed out that when Hospitality was running the café it was open at the weekends, so there is no reason why it should not be now; it should be in their contract. XM to talk to Ian about this.

XM to find a new screen protector then organise installation of the Dryburn TV.

The TV installation will happen on Friday and Lana will be there. XM has told Nigel to send her the invoice so the payment can be finalised; she will forward the invoice to AB once she has received it. The installation fee is £60. A new screen protector has not yet been found.

XM to send out link for Ustinov stash.

XM sent out the Ustinov stash email, and ordered the Welfare team their lavender t-shirts.

XM to send a photo of the vending machine mechanism to CW.

The information was sent; CW will talk to Sean, who may be able to update the mechanism. He will come on Friday at 18:00. It was passed unanimously to get Sean a crate of Guinness.

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

The SP Café survey has been reopened. So far the responses have doubled, which means around one in ten people in SP have responded. It looks like there are constructive comments, and that there is room for improvement. JS to look into the results of the survey.

XM sent Sheila the names of students who use the music room but are not actually GCR members. She told XM College just assume every liver in is a GCR member already and College do not have time to check every time a booking request is made. This made sense on the old system, not now though.

The printer at SP was brought to the office by Ian. XM asked WG (Induction Officer) to try it and apparently it is working fine. Thanks to NQ for tidying the HF GCR office, and to XM for tidying the desk.

The earliest expiry date of chocolate behind the bar is June, so it is still fine.

f. Finance [AB] [Apologies]

Figures from the treasurer:

Balance on /02: £

No account update owing to the Treasurer being in Korea.

Carried forward (/02): £

AB to send the form in that JG has filled in regarding the debit card.

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

[AB to look into sorting out online payment.]

AB to investigate online ticket sales.

[AB/TP to buy the new games console, games and controllers.]

TP will ask AB to do this once it is known when the cabinet will arrive in SP.

AB requests that NQ sorts out the drop with Ellen this week if it has not already been done. It is pointed out James O'Neill can drive them.

g. International Officer [JO] [Apologies]

The York trip has been reduced to two coaches due to a lack of ticket sales. The spreadsheet has been updated to reflect this, along with the added 27 Dryburn sales. There are around 20 tickets left to sell. Lana did not show up today so XM will get the money from her another day. It is pointed out that York should not be done in the second term in the future. The people who volunteered for the third coach will still get their ticket paid for.

h. Livers Out [CW]

CW is going to try and do Fish and Chips on Good Friday, by take away or by organising to go to one. CW has asked in the newsletter if people would be interested in this event.

i. Social

i. Social Secretary [NQ]

The only social event left this term is the end of term party, depending on if Amr would like to organise the proposed Arab night. He said it might be a nice thing to do next term as a low key thing. Buses will not be needed for it.

NQ will start to think about themes for the possible Inter-MCR party that was discussed a couple of weeks ago. This will be separate to the usual themed party that gets held at the beginning of next term. The idea will be to push it to the MCRs. An idea is proposed that a band is hired for it.

Another social committee meeting will be organised before the end of term. A special green cocktail will be made for the end of term party, since it is also the St Patrick's Day party.

ii. Ball Secretary [FO]

FO, NQ, JG and CW will be going to see Beamish hall sometime in the next week or two. Initially they were going to go tomorrow, but terrible weather has prevented this.

j. Steering [TAB]

TAB to book the next GM.

The meeting is booked for 15th March.

JG points out the SOs should start to be changed reflecting the move from HF to SP. TAB will discuss this with the Steering Committee.

k. University/College [JG]

Stephenson College want us to pay for the gym. JG sent his analysis of the finances of the gym to Glenn, who forwarded it to Owen and Nick Benbow. Nick was very happy, and JG seems to have convinced them that Ustinov should not have to pay (which would be on the order of £5,000-£10,000).

JG has asked AH to look into Dons sets. Glenn sounded vaguely positive toward three Dons sets at SP if he can be given evidence of strong student opinion and if we can perform some very basic market research to see what people would pay. He is in favour, but needs us to make a strong statement so he can ask the University to take the £15,000 hit.

Ian wants JG to write out plans for the social space, but has not yet sent through the plans with a scale. Turns out he doesn't have plans with a scale, so JG does not know what he wants now. He suggests perhaps we should just move the furniture.

In order to support SPRA to ensure they survive, JG suggests their Executive Committee joins the SCR. This would help the SCR and help the SPRA to recruit members due to gym access, bar access etc. in Ustinov. CMT think this is a good idea, but say it will not happen as the SCR is in a dire state.

JG visited the observatory; he believes the space being given will work for Ustinov.

Stephenson College will be finding time over the summer to do renovations to Fisher House, assuming it does not fully close our bar while our students are still here. JG believes the issue is solvable, but first of all John Ashworth (Principal of Stephenson) needs to find the money to do the proposed renovations.

I. Welfare [JS]

The condom order has finally arrived; JS will pick them up from reception tomorrow. JS met with Rosa and a few College Welfare Reps to discuss how welfare support from the DSU can be improved, including a bonding weekend away. He also got a £25 voucher for the GCR from the DSU for some work that he did earlier in the year for them.

Maryham and JS met up to discuss International Women's Day (8th March) and the 'boundaries and rights' event on 6th and 7th March. JS has a meeting with Clarissa Humphreys this week to tailor content of the (Boundaries and Respect) sessions. He has asked College to provide money for pizza/snacks to encourage attendance. Sarah P has still to get back to JS about this, but she seemed keen. Currently Ustinovians are being interviewed, and being asked 'who is your female inspiration and why?' for International Woman's Day. The idea was to have cut outs of the people with the quotes from students on the back. There will be a 'women theme' film night next week hopefully with Jono and Maryam.

First aid kits and LGBT+ flags have arrived. Welfare 1:1s are still happening on request (there were three this week). JS will be attending the DSU Welfare Forum tomorrow evening at 18:00. He is unsure if the Welfare Reps can/will be joining him, but calls for any GCR committee members who would like to join him to do so.

Ryan (LGBT+ Rep) has been planning the Pride Party. The current plan is to have student drag queens, and perhaps a 'mother and daughter' event. The idea is to have people who have done drag before to help get students who have not done it before into drag. JS does not think the event will cost more than £500, so a budget

should not need to be passed at the GM. Ryan has spoken to J to try and get the Durham LGBT+ Association involved.

Rosa is trying to organise a weekend away at the beginning of October for the Welfare Officers to have a bonding weekend.

JS to submit a reimbursement form to AB.

JS to ask someone to get in touch with CW about possible Livers Out International Women's Day events.

JS is hoping to do a coffee morning at HF/SP next Wednesday as it is the university's Mental Health Day. The theme will be 'community'. JS will ask Comms to make an event, and it is suggested he get the HF/SP Reps involved.

6. AOB

a. Committee Social [TAB]

TAB to organise a committee social.

Ongoing.

Alastair Stewart

GCR Secretary

26/02/2018