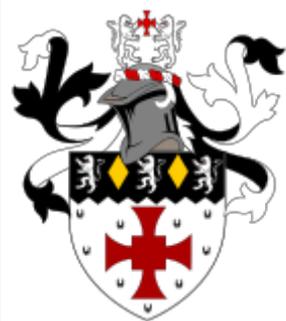


Ustinov College GCR Exec Meeting Minutes



18:00pm, 6/2/19

1. Apologies: KL, EJ, AMH

Present: AS, SL, TZ, TP, MR, JO, VB, AM

2. Approval of minutes from last meeting. .

Minutes from 11/12 need approval; minutes from 20/11 need approval; minutes from 15/1 need approval; minutes from 22/1 need approval; minutes from 29/1 need approval. ***SL will make corrections provided, and any further corrections from other members will be added in due course. All minutes passed unanimously.***

3. Matters arising from previous minutes.

[AP] VB to report on any information from Quentin regarding swimming pool. ***VB has managed to get a reply and continue correspondence – see Clubs and Societies officer report.***

[AP] TP/Ian to check with College who owns the piano that was moved from Fisher House to the music room in the Observatory. ***See University/College officer report.***

[AP] JO to sort out drum skins. ***In progress – JO will update next week.***

[AP] TP, EJ and AS to meet to discuss the annual budget. ***Meeting yet to be arranged.***

[AP] EJ to sort out BT Sports this week. ***Done.***

[AP] EJ to pay BidFood this week before the next order. ***Done.***

[AP] EJ requests JO to send BidFood's details to the Sheraton Park Representative for the next orders. ***Under way – they will check progress.***

[AP] AM to send AS details regarding Welfare email. ***AS has checked the Welfare email, but only AM can update it, so AS has sent her the details. AP – AM to follow the link and sort this out.***

4. Agenda Items:

- [VB] 1. Newcastle Football. My FSR has been in contact with a guy at Newcastle United who said that they could give us up to 30 tickets for £18 apiece for the Newcastle vs Burnley match on Tuesday 26th February at 8pm. Only restriction: the students cannot wear away colours or show their support for the away team in any way during the match. Thoughts? The price is definitely a very good deal, because normally on the Newcastle website you can just get tickets for £35+! ***TP notes that we require more events in March, so the alternative trip in March could work better? For a Saturday match attendees would be expected to make their own way there, but for a Tuesday one transport would likely need to be arranged. Definitely need to contact Lana at Keenan House to gauge interest. AM notes it's worth seeing how tickets sell to judge attendance, and making a decision regarding a coach on this basis. Given the amount that requires organising 26th February could be cutting it fine, and TP is unsure of the level of attendance a Tuesday match would have – Saturday generally seems the superior choice. AM concurs, and notes that a coach would definitely be required due to timing of the last train. Would be worth choosing one and focusing on pushing it; if this proves successful/popular then this can be run in the future as a larger-scale, recurring event with a formal sign-up process. MR advises consulting Durham City Coaches if a coach is booked, as they have proven more reliable and have a wider range of coach sizes. We would need to know numbers by the 20th February if we settle on the first option. General agreement that the second one is probably the best option, but if the sign-up proves very popular then can open up both days? Worth putting out a Google form to gauge interest/availability? TP notes that we can almost certainly run a similar event at a later point. Decided to put it to a vote – 5 in favour of just the second game, 3 in favour of both. Accordingly, will advertise only the second event and take it from there.***

- [VB] 2. Socs Funding Requests. The following were discussed in Finance Comm last week:

~ Basketball £120 for referee fees 2nd term - all good, we said that we cover referee fees if requested. This is for both teams (m+f). Finance Comm recommends exec to accept. ***Motion to pass a budget of up to £120 for this purpose – passed unanimously.***

~ Football m £212.50 for referee fees 1st+2nd term - they did not understand that they were supposed to request the ones for the 1st term in advance, so are now requesting for both terms. These are for both male football teams. Women's football are a separate club and did not request us to cover referee fees despite repeated reminders. Finance Comm recommends exec to accept. ***Motion to pass a budget of up to £212.50 for referee fees – passed unanimously.***

~ Gaming Soc requested £300+ for various games; Finance Comm proposes to approve £150. Gaming Soc typically has 5-8 people attending weekly sessions. Finance Comm furthermore recommends the Gaming Soc to purchase the D&D books in their funding request (there seems to be interest among students) and to donate unwanted games to the bar, as their cupboard already seems very full. ***Could be worth getting a separate cabinet specifically for Gaming Society games? Motion to pass a budget of up to £150 for the purchase of various games – passed***

unanimously.

~ Hairstyle & Lifestyle Soc requested £48.29 for hair clips and other hair accessories. Finance Comm recommends to accept, but wishes to remind H&L to ensure that these items are not just given out to people for personal use. ***Motion to pass a budget of up to £49 for these purchases – 8 in favour, 1 abstention.***

~ Tang Soo Do Soc requested £197.86 for 5 rubber knives, 8 boxing gloves, 8 shin guards, and 8 jab pads. In principle this is fine, as new socs are granted a £200 start up fund. However, Finance Comm recommends TDS to reconsider if they really need this many gloves and pads right away. They could remove some and instead add a kit bag to transport all their equipment. Finance Comm furthermore recommends asking TSD if they would be willing to keep one or two sets of gloves and jab pads in the gym for general use. Finally, Joel/Tom will try to find out if it would be possible for TSD to use some space in the scout hut just past Sheraton field. Finance Comm recommends exec to pass £200 with the above comments. ***Final version of this list needs sending to EJ prior to purchasing just so that it can be double-checked. Motion to pass a budget of up to £200 for these purchases – passed unanimously.***

- [AS] To pass a budget of £200 for pizza for the General Meeting on Sunday 10th February. It is noted that this seemed a reasonable amount of pizza from the last GM. ***Budget passed unanimously.***

- [EJ] Budget for CNY photography. I haven't received the invoice yet but I'm expecting it to arrive later this week. Usually the amount is less than £200, so can we pass that amount just in case? I would like to pay Brian as soon as I receive the invoice. ***All happy to pass this budget, but would advise EJ in future to wait until an invoice has been received before putting in a budget. Budget passed unanimously.***

- [TP] Pool table recloth and new cushions: This work would cost us £155 per recloth and £120 for the new cushions on one table. The total for all this would be £516 which would have to be passed at the upcoming GM. Do we want to go for new cushions on the "match" table, or are we better off just getting re clothed? This would be done in 3 weeks time. ***TP has received a recommendation that this needs doing in the near future given their current condition. Needs to clarify how much money the tables have made with EJ. Reclothing last happened shortly after induction week. TP will double check all of this with EJ (budget margin, money collected) before any further decisions are made.***

- [TP] Rearranging date for upcoming karaoke. Can we hold it on Thursday 28th February? ***TP can try and move it to 22nd Feb or the 8th March, given that Glenn will be setting up an art exhibition the day after our current date for karaoke.***

5. Officer Reports:

i. Bar Steward [AMH]

We set the price for Jagerbombs and we are finally going to be able to recycle, as we now have a second bin. **Now £2 per Jagerbomb as opposed to previous system.**

Blackboards in the bar are still in progress. The bar will be getting small bottles of prosecco to trial (before Valentine's Day) and will also begin trialling cocktails. The bar staff are also going to investigate food sales and the foods which are sold on other college bars to compare provision, and are also looking into buying a bell. Free provision of soft drinks, as trialled at previous college social events, will continue.

ii. Clubs & Societies [VB]

Attended Team Durham AGM. In the presidential election, all college sports officers had 3 votes, all Team Durham club captains 1 vote each. Following feedback from exec and sports reps who read the manifestos and following my own feeling I gave all 3 Ustinov votes to Eleni Papaioannou who pointed out that there had never been a non-British Team Durham President (international students unite!). It was a close vote, but in the end the other candidate, Hannah Knowles, won.

Super bowl was probably one of the most boring super bowls ever, but we still had a nice number of people showing up to watch. We did not use up all the food we bought and especially the vegetarian sausages were not very popular, so can consider reducing this next year.

I have been in contact with Quentin (!!!) about several different topics:

- Tennis: he will try to get us a slot in the Archery Tennis Club. The inter-college tennis competition starts on the 9th/10th March, so it would be nice for our team to have a weekday training slot from then, as they currently train on Saturdays from 1pm in the DHSG hall.

- Hall usage: I'm still waiting to find out the precise dates from when we can't use the halls from Dave Coldwell. We might be able to get more slots in the Durham School hall after we can't use the DHSG hall any more but there will be a period in May/June when we can't use either due to exams. We can also move the table tennis table that Team Durham bought for us out of the DHSG hall and to Ustinov if we find space. Thoughts? **TP notes that the table tennis table could be moved into the bar/seminar room. VB will talk to college about this, as it doesn't make sense to keep it for use in another college.**

- Swimming Pool: the bad news: access to the Durham School swimming pool won't happen until September/October 2019. The good news: Quentin has set aside £750 to fund Ustinov students using the Freeman's Quay swimming pool. Students can submit receipts at Maiden Castle to claim the money for one swim per week back. He said that a few have already been using this, which is strange considering that I didn't even know about it yet. In any case, I suggested to him that we could instead have students submit their swimming receipts to us and we then send him a list of students who need to be reimbursed every week. This way we could limit the offer to GCR members. He agreed, so I will write a post informing the committee about this soon and then start advertising it at the GM.

Any feedback, please let me know! ***Can put GCR cards to good use! TP reminds VB to get all/as much information as possible prior to the GM as this will inevitably be brought up as a point of discussion. A 'week' will likely count as one Saturday-Friday period, as this will be when VB sends the receipts.***

Reminder to all Executive members that for particularly big/important events it is worth sending separate emails to promote them. More likely to garner attention in future.

iii. Communications [KL]

1. Prepared the Chinese New Year formal performances.
2. Kept Ustinovians informed by updating different social media.
3. Got another handmade costume for Peter Platypus.

AS will send reminder emails/WeChat messages/etc regarding the GM this evening. MR has also advertised the Beamish visit. TP would also like to advertise the Project/Computer Room in college, on top of their inclusion in the newsletter. Could emphasise on the Facilities website, too? TP will speak to Connor about getting this information up online.

iv. DSU [TP]

Alex Hampton went along to assembly and I'll try and get a report off him for the meeting. ***TP is yet to speak with Alex, but will try and do so this week to get an update.***

v. Facilities [JO]

The new vending machine stock arrived, and the machine will be restocked today. ***Connor will most likely restock the machine, but otherwise can be restocked after the meeting. Query regarding access to the Observatory – is it possible to get a car up the access road? AS will message TP tomorrow about this once he's double-checked. Would make transferring music equipment for the upcoming Ustinov Live much easier! Screens in the bar have now been fixed by CIS.***

vi. Finance [EJ]

1. Called BT to make the payment. It seems that it passed but I checked the account and the money is still not charged (Like what happened with other big payments before). Will wait later this day and see again.
2. Paid the last Bidfood order.
3. Re-schedule the coin counting and bank visit of this week .
4. I will be working in the update of this term figures for the General Meeting.
5. Asked Connor for a section about reimbursements at the GCR webpage. Still

need to take a look to the text.

6. Treas Comm was cancelled due to the snow. Still no new date for it.

7. BT installation is happening on Monday 11th February.

Balance Brought Forward £20472.68 (29/01/2019)

Netflix -£9.99 (30/01/2019)

Durham University - Possibly Composition Fee £4704.00 (01/02/2019)

Bidfood - Vending Machine -£108.98 (01/02/2019)

Durham University - Possibly Half of the BT Dish Installation £430.00 (05/02/2019)

Davison Taylor - Burns Night Formal Photography -£140.00 (05/02/2019)

SCCI AlphaTrack - Dish Installation -£861.60 (06/02/2019)

Bidfood - Vending Machine -£195.83 (06/02/2019)

Balance Carried Forward £24290.28 (06/02/2019)

AP – EJ to clarify recent finance figures regarding composition fee and BT dish.

vii. **International Student Officer [MR]**

Beamish trip in first week of ticket sales. Promoted today, hope to see an uptick in reservations. Have been contacted by the Oriental Museum about an event they've asked to have shared with Ustinov students. **70 seat bus for Beamish trip, but we are yet to obtain an invoice. Will pass on details of Oriental Museum event to KL to be promoted on all college media, and can get it included in the newsletter also. TP notes that advertising through email and WeChat is worthwhile to boost awareness, and to do the same with the Beamish trip to sell the last batch of tickets. Could downgrade to a smaller bus if ticket sales don't show any signs of increasing?**

viii. **Livers Out [EJ]**

Nothing to report. **We now have a Livers Out candidate running in the GM!**

ix. **Social Secretary [TP/TZ]**

- Ustinov Live has been advertised and we have a number of people who have asked to perform! The layout will be slightly different from last time to make it easier for the people doing the sound, and it will hopefully be better for the performers and audience! **Should make the acoustics better.**

- The Chinese New Year formal was a success and I would like to thank all the performers and Tianniu and Kimberley for organising that side of things. **Roundly enjoyed by staff and students alike.**

- Are the events this week all well planned and ready, and do we need any more volunteers?

TZ notes that Chinese sweets and decorations left over from CNY could be used for another event this month, related to CNY. Lantern Festival occurs on 19th February. Otherwise, can all be left on the table in the seminar room and decorated. TP recommends making a sign for this.

x. Steering [AS]

We currently have two manifestos, one for Election Officer and one for Livers Out Representative. By the time of the meeting I will have sent out another email about the GM, with details about each of the roles currently available. Reminder to everyone that the deadline for Agenda Items for the GM is tomorrow at 23:00. Also, if you are not going to be at the meeting please send apologies to SL and a short report for me to read out in your place. Sunderland football trip was successful – some people didn't show up, probably due to the cold weather., but the bus was pretty full as expected. **AP – SL to send the completed agenda to Alastair by Friday!**

xi. University/College [TP]

- Printer/computer room is now open along with bookable project room; if it hasn't been obvious, then we should advertise this on our social media. **Rooms 005 and 007. Should be accessible with University cards.**
- Staff tickets for the formal need invoicing to college.
- Piano in the music room has been tuned by Stephenson but if we have complaints about it then college will pay for a tuning and also offered to pay for a new seat. **If any complaints are lodged then college is happy to cover the cost of tuning, given a mix-up of pianos following Stephenson's move from Stockton into Durham.**
- The BBQ saga continues we are awaiting a reply from Van Mildert but should for real this time be getting info from them by next week. **Martin has asked them for information by next week, and is also speaking to Hild Bede.**
- Also looking into a backup backup option at Mary's.

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- Pot of money for open days (doesn't affect us, unless we start doing open days).
- Bar takings for other college bars were shown showing increase in takings if minimum prices were raised. (Doesn't mean much for us but there may be a price review upcoming at some point).
- Library space may be being squeezed at the moment, a counter had appeared on the library website this might be an issue over the summer however demand is actually down on last year. Might be worth keeping an eye on this from a postgraduate point of view.

xii. **Welfare [AM]**

The welfare lunch is being postponed until Bryony is back, so will likely be in the last week of February. ***AM will look into a quote for a petting zoo, if the plan for a dog-based welfare event falls through. AM will also speak to Rowena about options for an LGBT+ welfare/history related event, given that it is LGBT+ History Month.***

6. **AOB**

N/A

Sam Littlewood

GCR Secretary

6/2/2019