

<h1>Ustinov College GCR Exec Meeting</h1> <h2>Minutes</h2>	
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**18:00pm, 09/04/2019**

- 1. Apologies:** AMH, JO, SL

**Present:** AS, TP, VB, MR, KL, EJ, LN

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

Minutes from 5/3 need approval; minutes from 12/3 need approval; minutes from 19/3 need approval; minutes from 26/3 need approval; minutes from 02/04 need approval.

The March minutes should be put on the drive; AS will contact SL to get this done. The minutes from 02/04 are on the committee group.

- 3. Matters arising from previous minutes.**

**[AP]** AS to ask CIS to make a new Welfare email.

AS contacted CIS and is waiting for a response.

**[AP]** EJ and Giuseppe to look at Annual Budget and present to the Exec.

See agenda item.

**[AP]** AS to sort out Committee boards in Sheraton Park and in Keenan House.

Ongoing.

**[AP]** VB to talk to TP about pool cues, and push pool people for a response.

VB and TP are thinking about getting six cheap pool cues for around £35. It is noted that the tips of the cues at the observatory need replaced; JO to look into this.

**[AP]** JO to look into getting a piano stool and fixing or replacing electric piano.

Ongoing

**[AP]** TP to order latex-free condoms.

The latex-free condoms have now arrived. They need to be labelled and put in the bathrooms.

**[AP]** EJ to advertise the egg day kids party to residents and Ustinovians

Done.

**[AP]** TP to follow up on the churros van.

Ongoing.

**[AP]** EJ to call BT to find out whether the BT licence can be used over two sites or not.

To be done.

**[AP]** MR to get a full list of people from Lana for the trip and give it to EJ  
MR has filled out the spreadsheet on the Google Drive, EJ can access the names there.

**[AP]** LN to look into running an event at some point over the Easter weekend.  
LN wanted to get people from Ustinov to cook for the event, but they are all very busy so it has not quite worked out. Possibly postponed until a future date.

#### 4. Agenda Items:

##### a. Gym Membership Fee [VB]

*Given that half of the academic year is over, should the gym membership be reduced to £10?*

The possibility of doing this was discussed at the beginning of the year, and there was general agreement that it will be considered closer to the time. It is now half way through the year so now is the time to decide. There is general agreement that this should be done. AS to post in the committee group letting them know for office hours. This will be advertised during summer fully for people who may be a little stressed during their dissertations. At that time, half price GCR membership will also be advertised.

##### b. Budget for Castle Formal Photography [EJ]

**Motion:** *To pass a budget for up to £188.50 for photography for the Castle formal.*

**Discussion:** EJ will try to find the list of the prices for future formals.

**Vote:** Unanimous for.

##### c. Budget for Sponsoring Nominees Tickets [VB]

**Motion:** *To pass a budget for up to £125 to give each nominee attending the College Awards formal a discount of £5 (25 nominees).*

**Discussion:** There may be other people, VB wanted to pass £125 for a bit of a buffer, but now more nominees have said that they want to go. There is general agreement that the budget should be amended to £140 to give a buffer which also includes the extra confirmed nominees who are attending.

**Vote:** Unanimous for the amended budget.

##### d. Budget for Summer Ball Deposit [TP]

**Motion:** *To pass a budget for up to £1,000 from the Summer Ball budget to pay for the recoverable deposit that will be asked for in the next few weeks. TP notes it will be asked for in the next few weeks and it would be good to pay for it as soon as is needed.*

**Questions:** This should be returned to the GCR providing nothing is destroyed during the Summer Ball. It is also covered in the annual budget and will be part of the new one too.

EJ paid something already to secure the date, so asks what this is. It is noted these are two different things; the first payment was to secure the date and this payment is the deposit and should be returned if nothing is damaged during the event.

**Vote:** Unanimous for.

**e. Amended Budget for this Year [AS]**

EJ has put up an amended budget for this year. This will continue to be discussed on the group, and there is some information that EJ is looking find out, however are there any other points that should be brought up just now?

MR is going to have a look at the trips budget to double check it seems reasonable. It was pointed out that there may be a mismatch in the income taken for formals written down in the new budget compared to what is written on the spreadsheets. EJ will double check this to make sure everything matches properly.

The composition fee seems lower than what is expected, by around £5,000. EJ has emailed the finance person from the university to double check what is going on, and to point out they do not seem to have given the correct amount yet.

It is pointed out that the Summer Ball budget in the old annual budget looks very big being £14,000, however we expect to get around £9,000 back from ticket sales. Therefore, actually it is only around £5,000 'loss' for decorations and ents. Cutting this by a couple of thousand pounds significantly reduces the possible entertainment for the event, so it is suggested to leave that budget as it is given it is consistent with previous years.

It is highlighted that the BBQ budget was only £8,000 two years ago (last year was quite different as it was the final big event being held at the Howlands site). It is suggested the BBQ budget is cut to about £8,000 or £9,000 to keep in line with that year and previous years.

**f. Bigger Coach to Bamburgh [MR]**

The coach company are going to get back to MR on Friday. They have a 57-seater which is currently being serviced, however they are not sure if it will be ready in time for the trip. The current coach booked is a 53-seater but there have been some additional people requesting tickets. They do not seem to have anything bigger than a 57-seater available for that date.

They did not mention any extra cost when on the phone to MR, so he believes that it will be the same. This will be checked if the coach ends up being available. MR will contact a couple of people who have expressed interest to say there is a small possibility that they will be able to get a ticket on the day.

## 5. Officer Reports:

### a. Bar Steward [AMH] [Apologies]

Nothing to report.

### b. Clubs & Societies [VB]

25/37 of the nominees are attending the College Awards formal so far. Furthermore, many clubs and societies members have signed up, so there are only around twenty tickets left to go on sale for the rest of College. There were a few problems with getting the reasoning online; College are trying to link the PDF to the site but it may have to update overnight.

VB will meet with Assistant Principal Katie Stobbs on Thursday morning to discuss the details of giving the trophies and medals to the teams, and the giving of the MVPs.

VB notes that preparing for the formal has been frustrating due to the restrictions that College puts on, which seems to stop a lot of good ideas. VB will let her successor know about this.

VB emailed College again for a list of recent GCR levy payers, but they have not replied. VB has also advertised that the pianos are tuned, the table tennis table is usable and the swimming pool will be closed from May – October. Some table tennis bats temporarily disappeared but are back now.

### c. Communications [KL]

EJ and TP advertised the kids Egg Day party to Ustinovians and to the residents.

KL will be away from next Monday for two months. She updated the Instagram. The Press Secretary will be able to access the social media accounts while KL is away.

KL to post in WeChat calling for volunteers for the kids' Egg Day.

### d. DSU []

Nothing to report. NUS is happening over Easter, the delegates that were voted for are going to be attending.

### e. Facilities [JO][Apologies]

JO will be back next week. Colin said there is not much space in the café/bar for the trophy cabinet, so perhaps it can be put in Neville House. It is noted the couch at reception could be moved and the trophy cabinet could be put in its place.

### f. Finance [EJ]

EJ will meet with the Egg Day volunteers tomorrow. There will be sandwiches in the staff kitchen for the party, EJ just needs to tell the porter/ and they will get them.

Balance brought forward (01/04/2019): **£24,172.53**

Balance carried forward (08/04/2019): **£24,172.53**

**g. International Officer [MR]**

See Agenda Item above.

MR will most likely not be able to do any walks this month. MR is thinking about making the next big trip in June, perhaps to Whitby. He may organise a National Trust trip in May; a poll may be set up to see where people would like to go. TP to send information to MR about hate crime reporting, and MR to make a post to advertise it to Ustinovians. This may be done after the Easter holidays when people are back and paying more attention to the Ustinov social media, since it is quite an important issue.

**h. Livers Out []**

EJ will advertise the Full Moon Market for Livers Out.

**i. Social Secretary [LN]**

TP bought the kids party stuff – it has arrived and is in the office. EJ to print out the colouring pages.

**j. Steering [AS]**

Yao (Election Officer) has suggested a design for the committee board. A couple of changes will have to be made due to some committee members leaving, however generally it looks good! Now that the budget has been drafted, AS will advertise the GM to be held on Sunday 28<sup>th</sup> April. If any committee members have any agenda items to put forward for this GM then let AS know.

The Dryburn Representative, Xiaoxiao, has decided to leave her role.

TP has checked with College about the new group set up that was initially thought to be the replacement to College Council. It turns out it is nothing to do with the GCR, and not the replacement of College Council. TP will speak to College about this; if there is another group which will replace College Council, and if there is not make sure this does not affect the GCR.

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

TP has been to Van Mildert to discuss the BBQ. Preparations seem to be going well. He is going to look into getting a plan of the site put together and by next month's meeting a list of ents should be made and a layout of the ents/stage can be created. The person from VM had some useful suggestions about ents.

TP will be arranging a meeting with Trudie to discuss, with some bar staff, the bar arrangements at the summer BBQ.

It is noted that we may need security. Usually there are four people, with one patrolling the lake and one patrolling the licence boundary. Things will not be able to be stuck into the ground as they do not know what is below the surface, but a place has been found for the Ustinov sign. It is highlighted that since we have the indoor bar next to the BBQ area, the outdoor bar probably only needs to be a cocktail/mocktail bar.

Ents for the Ball have started being organised. It is highlighted it would be useful to have someone from last year liaise with people that have been put in charge to give them advice given their experience last year. TP is in the process of sending information back to Beamish after the person who he was dealing with there has been changed. The committee votes are in, and a menu has been planned.

TP is looking to print the Ball advertisement poster in the next week or so. He asks if one or two should be printed. It is decided one should be printed for the café bar area, and the poster design can be put on the TV in reception.

TP notes that if there is going to be a pride party then Social Comm should meet with the Welfare committee to discuss planning for that event. This is due to be held at the end of May.

TP asks if students can be asked what would make them more likely to come and use the café to study, and what would make it a more welcoming place for people to work in and socialise in. JO to organise this.

**I. Welfare []**

TP to arrange a welfare committee meeting to discuss things including the Pride party.

**6. AOB**

Alastair Stewart  
GCR Chairperson  
09/04/2019