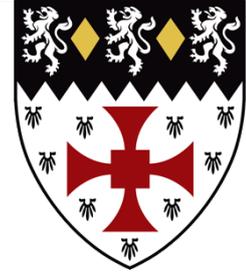


Ustinov College GCR Exec Meeting

MINUTES



18:30 pm, 15/01/20

1. **Apologies: DM**
2. **Approval of minutes from last meeting.**
 - a. Approval of minutes from the 18/12/19 - *passed on a general aye*
 - b. Approval of minutes from the 08/01/20 - *passed on a general aye*
3. **Matters arising from previous minutes.**
 - a. DM to message AL to check with college if you can bring your own food to the bar. *Done – yes you can although they are not too keen to allow people to warm it up in the bar.*
 - b. CA to look at a list of local places to visit on the website. *Ongoing*
CA will contact the people in the proposed observatory photos before they are printed. *Ongoing*
CA to move GCR books to the seminar room and look at promoting. *Ongoing*
CA to make signs and promote the returning of board games. *Ongoing*
CA to get a quote from Durham City Coaches for the Burns Night formal. *Done*
CA to see what size the bunny costume is to then ask for volunteers for the Easter family party. *Ongoing*
 - c. VB to show the ISO how to design form for future use. *Ongoing*
VB will look into a card machine this when we shop around for banks and speak to IndyComm for suggestions. *Ongoing*
 - d. RR to look into seeing our bar license. *Ongoing*
RR to prepare clubs & societies poster for January joiners. *Done – see report*
 - e. AL to come up with a plan to remind students to clean up after themselves when eating in the bar. *Ongoing – Trudie doesn't want any posters for this but there is a plan for the staff to clean up. We could try online reminders.*
AL to organise a vote for the name of the new college drink. *Ongoing*
AL to ensure bar staff check IDs on access at future events. *Ongoing*
AL to advertise the themed cocktails. *Ongoing – Love Island ones are up but thinking of updating them with the show. Valentine's and St Patrick's Day will also be advertised nearer the time.*
 - f. JI to organise a joint Jazz/Wine/Cheese event with the GCP performance strand. *Ongoing – see report*

- g. DM and VB will look into us being overcharged by college for formals last year and request a refund. *Ongoing*
DM to draft email to Hairstyle and Lifestyle Society about funding and RR to approve. *Ongoing – waiting for finance meeting*
- h. AH to arrange a date for the next GM. *Done - see report*

4. Agenda Items:

a. Passing Money for Burns Night coaches [CA]

I've received a quote for our request. 2 x 50 seat Coaches due to arrive at Sheraton 17:45 and to do 2 runs each (one of the 2nd runs will be from Dryburn).

3 Runs back at 21:45, 23:45 and 00:45 to Sheraton via Dryburn.

Total cost: £475, this will be covered by the transition fund. *This was put to a vote and passed unanimously [8 votes].*

b. Potential change to the Summer BBQ location [AH]

As previously discussed, Ushaw college is not available to host us this year, and so the current plan is to have the BBQ at Van Mildert on Sunday the XXth July. This location has some advantages, but there are disadvantages with hosting it on a Sunday also.

Pros: Ustinov has experience holding a college day there

Free stage

Large indoor and outdoor areas

Potential to reuse some decorations from the alumni night the day before

Cons: Limited setup time on the Saturday due to an alumni event being held the day before

Potential decline in numbers attending, especially amongst alumni

Potential for significant drop in attendance from the early evening and party

Potential difficulties in clean up the next day

We don't quite know how well holding the event on a Sunday will be, so I've been trying to find potential other colleges that could host us one of the Saturdays we'd aimed for (July 18th, 25th, 11th, or Aug 1st). Here is the summary of responses from colleges so far:

Butler: The JCR President and College Student Experience Officer are happy to have us on the evening of either July 18th, 25th or August 1st. I am clarifying if we would be able to hold an event outside during the day. However, the bar is only licensed till midnight, and pre sessional students would be allowed access to it. Last time we held a BBQ at Howlands we took over the outside field (Millfield?), and didn't hold any events in the bar during the day, and had a small outside bar. I don't see why we couldn't have pre sessional students attend the BBQ if they wanted to, but I don't suggest we try and provide free food for them all (up to 600). *There are still students living in so a late license and live music would potentially disrupt them.*

Aidans: The JCR is happy to let us use the space, but is checking to see if there are any issues with their SCR president and CMT (I'm sure there will be some).

Collingwood: JCR President is happy to help. Collingwood's CMT have suggested that they should be able to host us on Aug 1st. They've asked me to go to their CMT next week to talk about logistics. I'm unfortunately away, but Diana has kindly said she can go.

Grey: President has no issues, asked us to contact their Facilities manager.

Hild Bede: No response yet.

Marys: Unfortunately unable to help us. They say the BBQ would need to be at least 10m from a building and they don't have enough wet weather back-up space (their bar is tiny).

Cuths: Also no. Concerns that there won't be catering available, site is too small, and general access issues.

We don't need to make a decision on anything now, but any thoughts would be appreciated.

Collingwood could be the best option, there's lots of outdoor space that can fit a stage and there would not be many students around on Aug 1st. We might have to stop serving at midnight but if the event was on a Sunday not many people would stay past midnight anyway. Collingwood, Butler and Aidan's seem to be the best options as they all have large indoor and outdoor spaces. It would be ideal to decide on a venue ASAP so we don't miss out on potential bookings of music acts etc.

AP: CA to contact tech people from last year for quotes for 25th July (Sunday) or 1st Aug.

c. Chinese New Year Event? [DM]

I have posted on WeChat and after asking a lot, some Chinese students started to give me ideas of what to do and what they usually do. I told them that we would do it on the 25th since 24th we have our Burns Night Formal, however, someone sent a message to say we can do it on the 24th since the celebration would be at midday and doesn't clash with the formal. Bearing in mind we are all busy with the formal, I said that wouldn't be possible, after that, all Chinese students stopped sending messages. Can we do something on Sunday, considering that we might not have anybody, or if someone is keen on doing it on the 24th feel free to do it. *The TV can be on in the bar at midday for their celebrations so if we coordinate with the café for someone to sort it we won't need any volunteers. Most of the committee members will not be available on a Friday afternoon.*

AP: VB to post in the WeChat group that if someone brings a laptop we can play the TV show they want in the bar.

5. Officer Reports:

a. Bar [AL]

Nothing to report.

b. Clubs & Societies [RR]

I have emailed Dave about swimming for our swimming club as he said we'd discuss a solution in the New Year and we have a budget of £200 to work with. I will let you know more when I hear back (he is currently out of the country).

The funding call is ongoing. So far, we have one application, which the Finance Committee can consider once the funding call is over, next Sunday. I expect another one from badminton and basketball too.

Clubs & Societies posters I mentioned last week will be printed off and go up on the GCR board ASAP for interested people. It would be good to also send a PDF version around alongside the term card, which is also ready and would be good to send out and print as the term has now resumed. *We can also get an A0 poster printed for the bar. Newsletter will be sent out by Tuesday, the term card can be sent out ASAP.*

c. Communications []

AP: CA to show RS and AH how to upload things to the website.

d. DSU [AH]

An SU rep meeting will be held soon to discuss growing concern amongst the SU reps about how the Sabbatical officers and DSU trustees are making changes to the Assembly structure as part of their Democracy Review. These changes would decrease the voting power of SU Reps, increase the power and influence of the sabbatical officers, and remove some of the allowed procedural motions. I will advertise that nominations for DSU Sabbatical officers opens on the 20th Jan, that the refreshers fair is on the 15th Jan, and that the Kingsgate Cocktail Club starts this Friday. *This has been done.* There is now a Mental Health First Aid Level 2 available on DUO.

e. Facilities [CA]

The new vending machine order was installed just as the new term started. I'll be working with Max (the Sheraton Park Rep) to get feedback, which will hopefully be in time for the next order.

Christmas Decorations are now back in the Neville stores and are somewhat tidier than in December. The boxes are now labelled too. After I've sorted out signs and stuff, I'll move on to reorganising the rest of the social stuff.

Haven't heard back from Moette so need to chase this.

If anyone borrows a HDMI cable etc. then this should be logged in the rentals folder on Google drive.

f. Finance [VB]

Burns Night formal tickets are still being sold on FIXR as the deadline has been extended to Friday.

Figures:

Balance Brought Forward (08/01/20) £43,976.68

Selecta UK (Coke Machine) (14/01/20) +£394.87

Diana Martinez (New Years Bevs) (15/01/20) -£60.00

Balance Carried Forward (15/01/20) £44,311.55

g. International Officer [SH]

Waiting to hear back from Durham City Coaches on a trip Raby Castle on the 15th of February. *There is also the potential of booking an excursion where there is a tour as well as transport, which will save the effort of planning but will obviously be more expensive for students.*

Whitby in March (or end of term) will cost £460 for 50 people.

15th February will be my first ISO session of the new term.

h. Livers Out Rep []

i. Social [JI]

The GCP has stated that they can provide £100-150 for a joint Wine/Cheese/Jazz evening. I am meeting with Joe next week to discuss organisation of the event and to get something more concrete together.

Connor will speak to Alastair tomorrow about logistics of running karaoke ourselves, if not we will need to contact Dusk 'Til Dawn. There will be a tech day where anyone interested in learning about it can come along, so potentially we may have more

volunteers from this. Karaoke is easier to tech for than Ustinov Live. We could get in touch with tech teams from other colleges to see if they are willing to tech for us if we pay. Food and a drink could be provided for tech volunteers, with clear up the following day too.

j. **Steering [AH]**

I've updated the standing orders to reflect the changes passed at the last general meeting. I'm currently planning the next general meeting, probably on the weekend of the 8th/9th of February. A new office hour rota has been made and distributed. All new committee members have successfully had their first office hours. Some students are unclear about how the college handled the gas leak last term, and have raised some concerns about safety. I'll speak to those with concerns and raise these at a CMT.

The next GM will be on Sunday 9th February around 7:30pm.

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

See agenda point c.

l. **Welfare [BR]**

The gender neutral bathroom signs are up in college and I'm going to talk to Martin about the progress of the signs about sanitary bins for bathrooms when I see him on Friday. I will be attending a meeting on Friday to discuss the joint GCR/GCP/college effort for international women's day. Jess (female welfare rep) is organising a donation drive for the local shelters and that will start this week when college have taken the food bank collection donations away. *We could advertise this also at the end of the year when people are moving out to donate to the Green Move Out sale and also for local shelters.*

6. AOB

Graduation Celebrations

Only 6 people attended the event organised by college despite more people showing interest when the event was advertised on social media the day before. People also had to be turned away when booking for the event was full, despite not many people who booked on actually attending the event. We could possibly have an event in the DSU next year to celebrate.

AP: AH to speak to David Evans about postgraduate graduation all being moved to winter.

Rebecca Salthouse

GCR Secretary

15/01/20