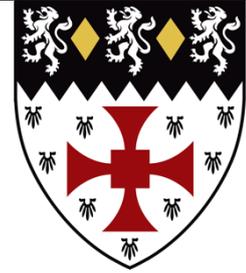


Ustinov College GCR Exec Meeting

MINUTES



18:30 pm, 05/02/2020

1. **Apologies:** AL, SH
2. **Approval of minutes from the last meeting.**
 - a. Approval of minutes from the 29/01/20 – *passed on a general aye.*
3. **Matters arising from previous minutes.**
 - a. CA to look at a list of local places to visit on the website. *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 contact tech people from last year for a quote for the Summer BBQ. *Ongoing*
CA to show AH how to upload things to the website. *Ongoing*
CA to contact Alastair about hiring the Paul Skerritt band pending budget check.
Ongoing – until we have more information about costs of other bands
 - b. VB will look into a card machine when we shop around for banks and speak to IndyComm for suggestions. *Ongoing*
VB to check our budget to decide whether to hire Paul Skerritt band for an event.
Done
 - c. AL to organise a vote for the name of the new college drink. *Ongoing*
AL to advertise the themed cocktails. *Ongoing*
 - d. JI to organise a joint Jazz/Wine/Cheese event with the GCP performance strand.
Ongoing
JI to contact Butler Jazz. *Done – waiting to hear back, they are keen on performing*
JI to contact Dusk til Dawn about the upcoming karaoke event on the 21st Feb. *Done – see report*
 - e. RR to buy the sausages for the Super Bowl from Lidl. *Done*
 - f. BR to order pizza at the GM. *Ongoing*
4. **Agenda Items:**
 - a. **Pass £140 to pay Brian for Burns Night Formal photography [VB]**
This was put to a vote and passed unanimously [7 votes].
 - b. **Pass £460 for Hockey match pitch hire fees of 2018-2019 [VB]**
I recently received a payment reminder for hockey pitch hire fees (matches + trainings) for last year. I don't know why my predecessor never took care of the

original invoice, but some of this is now well over a year overdue and really needs to be paid. I've been going over the invoices with the help of the hockey captain and we figured out that they contain £260 of practice pitch fees and £460 of match pitch fees. Since both were invoiced together, the hockey club will transfer the money for the training pitch hire to us and we'll pay the total of £720. Note that match pitch hire is part of the yearly clubs & socs budget.

How does this work budget-wise? It works fine with the cash flow for this year.

This was put to a vote and passed unanimously [7 votes].

c. Pass £76 for Newcastle vs Norwich football tickets [VB]

The money has already been collected. *This was put to a vote and passed unanimously [7 votes].*

d. Pass £200 for karaoke hire on Saturday 22nd Feb [JI]

This was put to a vote and passed unanimously [7 votes].

AP: JI to make an event and advertise.

AP: RR to update the term card with the new date.

e. GCR Newsletter [CA]

An ex student still living in Durham would like to still receive the GCR Newsletter but no longer has a Durham email address. It was suggested we could always post the Newsletter on the website as a blog post and share it on the Facebook group so there will be no issue with data protection.

5. Officer Reports:

a. Bar [AL]

See College Matters (Officer Report I).

AP: RR to send an email to the pool team to make the bar staff aware when they are playing matches so as to not dim the lights.

b. Clubs & Societies [RR]

* Sports: the Super Bowl event was a success. The men's basketball team is playing the Varsity against Loughborough on Sunday at 3pm - I will advertise it some more on our social media later in the week. I am meeting Dave for the swimming arrangements later in the week. In other news, Megan has taken it upon herself to become the new captain of the badminton team without really going about it properly. I have contacted the badminton coordinator to find out if she did everything by the book. *We need to speak to the previous captain (Cristina) to see. Rayan checked with Team Durham and it is fine for a staff member to captain a team.* Squash club ratification is ongoing.

* Pool: the pool cue mystery has been solved: it was broken accidentally by a GCR student who feels very guilty and has ordered a replacement cue already.

* Funding: all teams have been informed of the outcome of the recent funding call - obviously not a single one has replied to my email, including the gaming society. As I mentioned it also turned out that they also never filed the proper ratification forms so I will send reminders and move to remove their affiliation if that does not work. I still need to tackle the same tennis problem and will probably post on Facebook soon looking for people keen to run the tennis society.

AP: RR to create a poll to see who is interested in tennis.

c. Communications []

Bryony wants to send out a welfare newsletter this week. Alastair wants to send a Ustinov Live reminder out tomorrow. The trip also needs to be advertised. Alex will be sending an email on Saturday to remind everyone about the GM. These will all be timed so as to not overload everyone with emails.

d. DSU [AH]

I'm unable to make this week SU rep meeting, but will be attending Assembly on Thursday. Items to be discussed:

- Decolonising the curriculum - SU Core Position
- Signing the UN sustainable development goals accord
- Divest from Barclays
- Creating an open assembly format
- Motion to remove 'Secret Ballot' from procedural motions

e. Facilities [CA]

Tech lending went fine last week; everything has been returned to the observatory. I will keep you updated as other equipment is tested and inventoried. The tech officer has made arrangements to rent a replacement amp for Ustinov Live on Friday. He is also looking into getting the PAT failures repaired.

We broke ground on the allotment and now have 7(ish) small beds dug over. The aim is for a group to work on the site every weekend until we are ready for planting, and to eventually form a society for it, but we would like to do this in a way that is inclusive of the local residents who want to be involved.

The stash order closed Sunday night; I believe our T-shirt order is included in that.

There has been no response on Pool Table dates yet, I will chase. The vending machine order was all sorted and I am hoping to get a poll or similar around before the next one (Sheraton Park rep will be doing this).

Otherwise I am working on finalising the GM I minuted.

f. Finance [VB]

Figures:

Balance Brought Forward (28/01/20) £48,633.65
FIXR (Burns Night Tickets) (30/01/20) +£1,808.00
Miles Hudson (Hockey equipment) (30/01/20) -£309.00
Durham City Coaches (Burns Night) (31/01/20) -£475.00
Balance Carried Forward (04/02/20) £49,657.65

g. International Officer [SH]

We currently have 3 tickets left to sell on FIXR for the trip and 5 offline.

h. Livers Out Rep []

i. Social [JI]

Dusk til Dawn have priced karaoke at £200, although the karaoke DJ that is usually attached to the event is busy on the Friday 21st (*see agenda point d*). As we don't want to move the date, Sarah has suggested that they 'may be able to put on a DJ instead for you'. *Following discussion the date has been changed to 22nd for karaoke.* Waiting to hear back from Josephine Butler regarding their Jazz Band's availability. *Nicole would like to do something for LGBT History month, such as a drag event. 27th*

February is the launch event for IWD in the bar so this date is not possible. The 28th would be a good date for this.

AP: DM to speak to Trudie about changing the date of the karaoke event from Friday 21st to Saturday 22nd.

j. Steering [AH]

I'm currently advertising the GM on Sunday on various media, trying not to overload people. I'm also contacting people who have previously shown an interest in running for specific positions.

k. Welfare [BR]

The donation bin is now up and running and has been advertised. One of the housekeeping team threw away the first set of donations; I think they had been asked to keep an eye on the food bank donations (and get rid of anything that shouldn't be in there) and they hadn't been told it had changed - I have spoken to college to ask that they email the Housekeeping team/ porters to let them know that it has changed! I've been advertising the IWD photo feature. Some of the bathroom signs have gone up - I will ask Martin for an update in our Thursday meeting on the rest.

l. University/College [DM]

Indycomm meeting report [VB]:

- The university is thinking about how to support common rooms even if they're no longer DSOs in terms of access to support services, such as finance and legal advice.
- Future MOA between uni and indy common rooms could contain something saying that boards of trustees should have someone with legal background and someone with financial background - if not, uni support services should be used.
- Future MOA between uni and indy common rooms needs to nail down deadlines for university to make payments to common rooms - some JCRs still haven't received their levies for this year!
- The DSU receives significantly more money from the university than the common rooms despite not having a much greater impact on student experience. The idea was brought up to lobby the university to reduce the DSU funding and split that money among the common rooms.
- Next meeting Tue 3rd Mar 18:00 at Van Mildert.

University matters:

At the JCR PresComm Meeting, PresComm said they will invite Palatinate to any of our meetings if they would like to have real data on how Colleges spend their Levy money, following the article released in the Palatinate. The DSU is hosting for the first time a Common Room Awards Night; it will be held in Radisson Blu on the 8th of June, there are 10 different categories and nominations are open in March. Anyone can nominate someone and the nominees will get a free ticket to attend the event. There will be a shortlist of 5 nominees per category and if it is a group, just 3 people will be representing it. Normal tickets might be between £5 to £7; this will include a 2-course meal and entertainment.

AP: DM to share the criteria to nominate.

At the MCR PresComm Meeting, it was discussed that we are looking for a person to be part of the "Wifi Replacement Project Board" Committee. David Evans shared an update from the PGT Advisory Board regarding the Induction week; students feel that there is more need for departmental events (social and academic events). People can request more books and shortly the Library will share more information about getting more books. Any student groups can use the Café at the Library in case they want to have a quiet session. In summer there is going to be some PGT writing retreats.

College matters:

Following the bar management meeting, Ian updated us that he is working on the "College Bar Handbook" and will be shared once it is complete. There are a lot of changes that must be done since our bar has a different type of license and he is putting a lot of effort in to reflect this in the handbook. *The handbook currently states that all University students are allowed in all college bars, which is not the case for us. Ian is trying to get a line in there saying apart from Ustinov where a student or staff member must sign you in. Alumni are also allowed in and can sign in guests but must have some way of proving they are alumni.*

The painting of the bar walls is still pending since College is waiting for permission from the landlord. We need to have some signs with the procedure in case a pool cue gets damaged, so students know what to do. There are a lot of problems with the finance system of the University, and College can't know if there is a profit/loss for the bar. It was noted that from the Bar, the Welfare team have £250 per year to use for Alcohol awareness. There is going to be an opening times schedule for Easter Holidays for the bar and will be shared with us. We have to make clear to students that when there is a food truck on-site as they cannot take any alcohol outside Sheraton House.

AP: RR and AL to remind students in the bar for pool matches, who are not members of Ustinov, that if they want to drink they must be signed in.

AP: CA to look into designing the sign for procedures.

Exec matters:

The DSU is hosting a Postgraduate Cocktail Night on the 10th of March with free drinks on arrival with a non-alcoholic option.

Harry Cross, St. Aidan's SCR President, is hosting an event for the BPR 2 called "Save our staff" on the 12th of February at CM105 for those who would like to attend. *Diana will attend this meeting and exec meeting will still be on this Wednesday.*

6. AOB

Rebecca Salthouse

GCR Secretary

05/02/2020