

Ustinov College GCR Exec Meeting

Minutes



1. Apologies: AMH, PM,

Not present:

Present: JO, CW, AM, MR, VB, TP, EH

2. Approval of minutes from last meeting.

Minutes from 17/09 (still to be passed)

Passed unanimously (changes to Clare's officer report)

3. Matters arising from previous minutes.

(changes needed to Clare's officer report)

4. Agenda Items:

- i. **[EH] GCR Levy and Gym Membership for late arrivals: Following the case of Tao Chen, an student who arrived in April this year, an amend to the payments for people in his situation should be made. If people who arrive late during the academic year (At least six months after it started) pay for a "One year membership" and then have to pay again for in September they won't have a full year membership at all. A discussion about possible solutions to this problem is suggested.**

There is an issue with the cut off point for the levy regarding what people pay and receive from their membership.

We can look into how we can change the standing orders on payment of GCR levy and gym membership access.

Idea to reduce the levy after the summer ball for students who wish to pay late in the year for the levy and gym membership access.

Motion – to look into this again post induction week with the consideration of passing it through a GM.

As the cut off is in the summer after the ball, as the GCR rate is substantially cheaper, with the possibility of attending formals and trips the person in question may have gained back the money he has spent already – however the question remains as to whether he should be allowed the gym access this year, or until March.

Question: Shall we pick a date for when the levy has a cut off point for within the year?

This year we need to decide in the near future if we have a cut off point for the levy and gym membership price up until the last formal of the year before the price is reduced.

Motion to reimburse half the gym membership back: Five against this; two for; and one abstention.

Motion to reimburse half the levy back for joining in April: Five against; zero for; two abstention.

- ii. **[TP] Because there is no budget for the bingo prizes yet, we could administer £10 per officer to buy fun prizes (nine people present). This would be a budget of £10 per officer and £20 for the one, equalling £100.**

Motion: to pass £100 for bingo prizes – passed unanimously

[discussion of using the GMOS as a suitable place for buying prizes]

- iii. **[CW] £10 per personalised treasure hunt. Also, there needs to be an amount for a prize at the end.**

[Discussion] Which maps would be a better idea? Agreement on the ones which were already decided on

Motion: to pass £75 for the treasure hunt maps and prizes: Passed unanimously

- iv. **Budget for the pub quiz beer round.**

Idea – to visit a newsagents and get unsold newspapers for the beer round which shall be both cost-neutral and eco friendly.

- v. **[VB] Agenda Item: Proposal to purchase of fitness equipment for GCR**

We already talked about this a few months ago, around the time of the last clubs & socs funding call: it would be nice to purchase some portable fitness equipment for general use. I asked H for some advice when compiling this list because he is quite interested in this sort of stuff. Here's what I've come up with:

Item	Amount	Each £	Total £	Explanation
Aerobic Stepper	1	19.99	19.99	For short people to reach tall equipment
Extra step	1	6.99	6.99	+ extra height
Speed Agility Ladder	1	10.99	10.99	Outdoor use
Space Markers (set of 50)	1	13.29	13.29	Outdoor use
Skipping Rope	3	5.59	16.77	Outdoor use
Resistance Bands (pack of 5)	1	8.99	8.99	Flat bands (5 different strengths)
Resistance Band Set	1	19.99	19.99	Round bands (5 different strengths) with various handles and equipment
Storage Box (64 L)	1	13.83	13.83	Box to store all the above in the gym

Total: £110.84

I propose leaving all the equipment in the storage box in the gym: gym users can then just borrow it whenever they want to; if other GCR members want to borrow

something they can ask in the GCR office during office hours and the committee member can get the stuff for them.

Motion: To pass £120 for gym agenda items: passed unanimously

(should anyone wish to use the items they can be collected from the GCR office during office hours where they shall be stored)

5. Officer Reports:

a. Bar Steward [AMH]

Nothing to report

We can now open the bar from Thursday to Saturday until midnight, as of this morning after the Bar Licensing Meeting, since being approved by the councillors.

b. Clubs & Societies [VB]

Had a successful socs presidents meeting last week and Tom and I went to see the DHSG sports hall for the first time. Quentin is still looking for table tennis tables for us, but apart from that we should be able to use the hall as soon as I get the key some time this week. Also worked on preparations for the C&S Fair and edited the GCR website to display the blog on a separate page. On Monday I have a meeting with the Team Durham College Sport Manager and all the Sports Officers from the other colleges, so I'll let you guys know how that went!

Pool team trophy received. Van Mildert were interested in setting up an e-sports FIFA championship, this will be looked into to see if there is interest.

c. Communications [KL]

- 1. Shared the Ustinov fresh week timetable to new Ustinovians in Wechat group;*
 - 2. Answered the how to survive in Durham question by different social media for new comers;*
 - 3. Upload Ustinovian events pictures to google drive & shared to Vice President;*
 - 4. Went to Handover BBQ with new exec people & took pictures;*
 - 5. Double checked with green move volunteers about the time.*
- AP for TP to ask Kimberly to create the events for the different events we are going to have during the induction week and start advertising.*

Events are being made on the main GCR page with links to the Instagram and Twitter Account of be more active and get more students involved. The remainder of the events shall be made this evening.

Question: Shall we go ahead and update the googledrive?

Answer: let's leave it until after induction week. There's too many things on there to tidy up currently.

d. DSU [PM]

Nothing to report

e. Facilities [JO]

This week Stock for the Vending Machine has been ordered and should be delivered tomorrow (I have also updated the account details with Bidvest as previously it was registered under Xiaoxiao Ma at Howlands); the invoice for the Durham Walking Tour has been passed on to the Treasurer and just need Matt to set up the sign-up form; the drinks tables for the pool tables have been ordered and should arrive soon; the stationary shall be purchased soon, I don't have the funds in my personal account so shall wait to be reimbursed for the pool drinks tables and then make the order. There is an ongoing saga with coke vending machine which still hasn't been sorted – hopefully this week it shall be removed. I will call Nigel tomorrow to see where we are at with having the new coke vending machine installed at Sheraton. We have volunteers organised tomorrow and I have organised with Hospitality that they shall receive a free lunch, however, I am hoping that the stash arrives tomorrow so that they can wear their t-shirts (and we can wear ours). Still need to get Colin to put up the matriculation photos as he hasn't seemingly since I asked two months ago. Pretty much it, apart from walking over to Howlands earlier to, in fact, not give a welcome speech to 200 processionalists as college forgot to email them to say there's a talk on; and the coke machine not fitting in the van because its too big.

f. Finance [EJ]

Finally, sorted out the last few payments of the BBQ and paid for the invoices received during the period without online banking access.

Changed the office hours Excel document for a new one without Howlands and divided by months for easy track of the hours.

Balance brought forward £15,228.89
Table Tennis Soc / Vera Bieber -£27.46
Pool Team Matches / Yan Birch -£81.40
Vortex Lighting (Last Howlands Party) -£325.20
Breakaway Pool (Pool tables move) -£264.00
A Murray Travel (Coaches for the last party) -£228.00
Balance Brought Forward £14302.83
Annie Moore/GCR Lunch-Moving Day -£31.43
Annie Moore/Free Fruits -£99.99
Cash In (Coins deposit) +£1490.00
Dusk Til Dawn (Karaoke Night) -£140.00
Dusk Til Dawn (Silent Disco) -£455.00
Balance Carried Forward £15066.41

AP – [JO] speak to Ian about getting BT Sports at Sheraton

AP – [EJ] to check we are not paying Stephenson's BT Sport

g. International Student Officer [MR]

Will be checking out the renewal of a National Trust Card (covers in excess of 100 students) to cover ISO walks. First walk more than likely going to be booked for early November rather than in October.

h. Livers Out [CW]

Got a response from the treasure trail people, they say we should buy several copies of the trail for a few reasons. The only one I think matters is that the clue order would vary slightly, so all teams wouldn't have the same route - otherwise they'll just be following each other round.

It turns out that we do know who did last year's treasure hunt, so if we decide not to pay for multiples I'll try and get some contact details for them and work on writing one myself.

Form/spreadsheet for the comedy night is in the drive, to use for ticket sales.

Bank run was successful, my offer of a free drink for whoever guesses how many 20ps we took in still stands.

Trying to get the Ustinov Livers Out fb group going again, cheers to whoever got me admin rights :)

i. Social Secretary [NQ]

Nothing to report.

j. Steering [VU]

Done the office rota for both the GCR desk table and for the normal office hours during induction week! Based on the poll, it looks like new exec time will be Tuesday 6 pm. So, will contact college to book the seminar room for that time for October! :)

Question: induction week starts tomorrow at 10am, when do we have the office hours?

Suggestion - Office hours 6-8 over induction week.

k. University/College [TP]

WE got the bar license alteration this morning. At 12:30 we have bystander training at Elvet Riverside. Ask if you are feeling tired or burned out and we can try and get someone to cover for you. Tried to speak to Ariam with the brunch everything is done, but for some reason Tesco weren't able to do a delivery, so it will go to the store and will need picking up. The time for collection is flexible. The brunch is Saturday evening so perhaps the pickup can be Friday evening – however Clare is on office hours selling tickets on the Friday night. Let us know if [Clare] requires help collecting the brunch items.

l. Welfare [AM]

Condoms have been ordered.

Went to Nightline training.

Will be going to B&M with Clare sometime before Wednesday to get welcome bag goodies.

There's a new student that Thom put me in touch with who wants to take over the Qstinovian, so will be talking to her about that.

Question: there has been the suggestion that the treasurer submit a report to the Ustinovian [this was mistaken with the Qstinovian]

Response – This may be true but not for the Qstinovian which is the LGBT+ magazine

6. AOB

Email regarding about risk assessment for induction week – this needs to be written and sent to Helen and Emma.

Cash handling training vi gym membership training: response this can be done this evening after the gym as an exercise.

James O'Neill

GCR Vice President and short angry Scotsman connoisseur, p.s. it's never snow!

24/09/2018