

Ustinov College GCR Exec Meeting

Minutes



1. Apologies:

Not present: AMH

Present: TP, JO, MR, VB, PE, CW, JL, AM, KL

2. Approval of minutes from last meeting.

Minutes from 24.09/18 (still to be passed)

3. Matters arising from previous minutes.

None.

4. Agenda Items:

i. [VB] Can we offer gym access to partners of Ustinovian's if these partners are not Durham students?

There should be access to partners of GCR members, as of the SOs but regarding the livers out students who require access to the gym this must be to non-Durham University-student partners.

-It was mentioned that It is important that we don't have an influx of partners who want access to a £20 gym so administrating this correctly is important

-It was mentioned that the reality is that not many people will ask for this privilege

-Question: Shall we vote on this question?

-It was mentioned that we need to look into how the access card works. But if partners co-habit and the partner is not a student, and the college can give them a card, they can get a £20 gym membership.

ii. [VB] Money for first aid kit for teams (we will bring numbers in the meeting)

First Aid kit X 6 - £101.94

Ice packs X 1 £14.20

Tennis balls pack of 12 - £8.00

Motion: Total: £130.00

Motion passed unanimously.

iii. [TP] Events:

Event planning till Christmas:

- *Halloween party 26th, late opening?*

We need to give the residents know two weeks' notice before any late openings. The Friday afterwards is the day of the dead which we should do something for as well. A Halloween party would either be the week before or after, but this schedule comes from last year's planning. The kids Halloween party is proposed for Sunday 28th – however TP needs to talk to Brenda regarding this. And the Bonfire formal is on Thursday 1st November, Day of the dead on 2nd November.

DSU events – to be looked into for Halloween.

Shall we add the silent disco element to the Halloween party?

[Response] I think we should just have a normal party without the silent disco element

[Question] – shall we have a 2am opening for this?

[Response]- I think we should. We have 6 throughout the year, we have five left, and after Halloween we will have four remaining; after the superbowl that would leave three remaining. With end of year party that leaves two in the second term.

[Question] Regarding the superbowl do we need to have a late opening? Is it important enough?

Last year there were at least 50 of us sting up, there were hot dogs and buckets of beer which sold very well. But can people just buy their beers in at 11, half time, for the second half and not have a late opening?

[Response] We won't be able to have as many parties as last year, so we need to be more selective. Parties for this year?

[Run down of parties discussed here] First term: Induction week silent disco; Halloween; end of term party/ Christmas party (potentially at Aiden's – possibly can drop this one).

Second Term: Graduation party; Patricks Day

Third Term: (summer BBQ and Summer Ball outside Sheraton) Dissertation hand-in party.

TP to look into if we can have a party at Aiden's.

- Also associated children's parties to run (Halloween + Christmas)

1st December for the kid's party of the 8th. This date still to be decided upon.

- We need to move things in the Observatory this weekend ideally would be good to get some volunteers for a day to move things.

We need to gather man-power to rearrange the music room and common room on Sunday. Agreed time on Sunday 12-2PM. We can then open the music room officially and advertise it!

Lastly for the GM we need a pizza budget for Thursday.

Motion: £150.00

-Passed unanimously

5. Officer Reports:

a. Bar Steward [AMH]

Nothing to report

We made £1800 this induction week party, which is £800 down on last year but with one till and fewer staff so that is actually very successful. All induction week we've been making good money which is beyond expectations. So the revenue has been a success.

b. Clubs & Societies [VB]

1. I'm so exhausted

2. C+S Fair killed my throat

3. I'm sooo exhausted

4. Seriously though, it's been a couple of insanely busy day's, but everything seems to be going fine! The portable fitness equipment has arrived, just waiting for the box to arrive too before I put everything into the gym.

5. As a result of my matchmaking form at the C+S Fair we might be able to get badminton, volleyball, and FIFA (e-sports) teams, tennis, squash, running, food, and photography societies, and maybe even a book club this year... a lot to coordinate but pretty exciting!

Teams that need first aid kits: table tennis, badminton, tennis, volleyball, hockey, basketball (6 total). I'd like to get 7 to have an extra one. Each kit costs £17, total £119. I'd also like to request a

budget of up to £20 for some GCR tennis balls, because the ones we had in the sports shed are already pretty old and in a bad shape.

Of the four new societies VB shall set up a photography society. There has been interest in a running society and a cooking society; besides a book club.

-£100 can be granted to any eco-related project that we can apply for with the right people interested in – possibly something to consider once the Sheraton eco reps have been elected.

c. Communications [KL]

- 1. Helping new students for moving in with EXEC & volunteers in Sheraton park;*
- 2. Posting events in social media;*
- 3. Photographed the new week events.*
- 4. Helped the Green move sale;*
- 5. advertised different events in Wechat groups*
- 6. Photographed the Newcastle tour*

d. DSU [PM]

Sorry for the late report:

- 1. I am back into Durham*
- 2. Participation in induction week: helping serving the brunch and helping people at the green move in sale*
- 3. Distribute the DSU welcome packages at the GCR desk and the Clubs and Socs fair.*
- 4. Guide students to the Postgraduate welcome night at the DSU (more than 20 students attended)*
- 5. Plans to guide students on Tuesday and Wednesday to the Fresher's fair from Sheraton House to the DSU.*

There were a good amount of people coming to the table but not many took the nightline key rings.

e. Facilities [JO]

Coke machine still to be followed up on;

Lees Coaches still to be sorted out;

Matriculation photos still to be put up with Colin;

Second pool bar table still to be erected;

New exec polos coming soon;

Walking tours were successful but with very few volunteers (non out of exec).

Helping students to their rooms was successful but volunteers were thinner on the ground, with only a few returning volunteers. The green Move in had, however, a plethora of volunteers, with enough t-shirts and food to go around.

Glenn's photography exhibition up and running;

AP Next order of vending machine include peanut butter kitcats

All other induction week facility things addressed (I can't even remember how many things have been done!)

f. Finance [EJ]

1. *Asked for the plastic card samples from the plastic card guys (literally that's their name). Got the sample and will show it during the meeting.*

Agreement on degradable plastic cards with a strip on the back to right the student ID on for the gym, GCR membership and Durham school, observatory etc. . .

2. *Counted the money from the Formal Tickets and Wine. All the tickets were sold out (Yey!) but we only sold half the amount of wine we required for the discount. Therefore, we will need to pay for the rest. Suggestion for next formal: NO MORE RESERVATIONS, no matter what.*

3. *Helped with general induction week stuff.*

(Figures of the week will be sent later this night due to some to-do payments left)

4. *Got the invoice for the National Trustee Card (And a really friendly email to remind me about that). Will discuss this topic before making the payment.*

Tom seems to be under the impression that he paid for the account but this has not appeared on the treasurers records so seemingly we need to pay for it. For access in to National Trust sites the site needs two weeks notice and allows 2-500 students which would be a fantastic opportunity for the international student trips.

5. *Need to go to the bank to deposit the money from the Formal and the Comedy Night.*

6. *Preparing a comparison between the budget for IW and the real amount of money spent.*

Stats update- Currently 14% of Ustinov students have opted in and 30% of those have logged in.

Balance brought forward (24/08/2018) £15066.41

James O'Neill - Tables for Pool Tables Area -£68.06

James O'Neill - DVD Library Sleeves -£17.20

Beamish Hall (Reservation) -£250.00

Papa Johns (Icebreaker Quiz-IW) -£242.26

Custom Planet (Polo and Volunteers T-Shirts) -£568.68

Adobe License -£24.96

James O'Neill - GMIS Volunteer Subway -£36.00

Netflix -£9.99

BT Payment -£373.99

Vera Bieber - Sports Shed Padlock and Gym Clipboard -£23.36

Vera Bieber - Stationery (Receipt Books and Name Tags) -£44.57

Vera Bieber - Clubs&Socs Non-gym exercises equipment -£110.84

Balance Carried Forward £13296.50

g. International Student Officer [MR]

Nothing to report

Newcastle was successful, and we had about 30 students turning up – no one got left behind. The two guides were great, and the walk was slightly different from last year. Everyone afterwards was happy to go and do their own thing. Those I spoke to were very positive about the walking tour. I didn't do an ISO walking tour on Saturday as it looked like it was going to rain, which it did, and was after the silent disco. I will look into a walking tour end of this month, and ask students where they would like to go between *Low Burn Hall* and *The Viaduct Walk*. Main focus next month is York. I am currently going back and forth about the Christmas market on the first or second weekend of November. And per the action point, I will look into doing something for December as well.

[Question] – do you have dates for this?

[Response] No I don't but hopefully I shall for the next exec meeting

The Mexican Society have said that the Day of the Dead will be on Friday 2nd November at the DSU and will be organised by Mexican society; the UIF will have their own day of the dead, geared toward children, in Sheraton café, with an invitation to Keenan House, on Thursday 1st, before the Bonfire formal.

h. Livers Out [CW]

1. Gave loads of Dig In boxes to livers out, and got lots of interaction with the facebook group, they seem pretty keen

2. Livers' Out night out was amazing, we had easily 50 people & sold almost 40 formal tickets

3. Almost everyone who reserved a ticket came and paid for it!

4. Brunch was chaos, let's not talk about it

5. Treasure trail was pretty well-attended, I think 5 groups of 4 came to start and 3 came back (that I know of) although I missed one of those after Whatsapp glitched & I didn't see their message :(

6. You're all heroes.

Bye Clair! You've been amazing engaging livers out! You're the best! And we shall certainly miss you!
☺

i. Social Secretary [NQ]

Nothing to report.

j. Steering []

Nothing to report

Comment from Chair – booked in seminar room for next week. Office hours for the rest of the week shall be organised by helpful ad available Exec followed by newly elected exec and committee members.

k. University/College [TP]

¿?Toms Mystery Item¿?

All good for induction week! Exec takeaway later!

- *Need to then advertise the access to the observatory and put information on how to onto Facebook*

- *Karaoke has been rearranged to Friday the 19th need to start advertising for that*

This weekend shall be organising the observatory as aforementioned.

- *GM this Thursday needs someone to chair the meeting*

GM meeting shall be chaired by TP.

- *Next formal is the Bonfire night formal on the 1st of November need to start planning the advertisement for that*

We can sell tickets at whisky river as in induction week. This way is good for livers out.

- *Need a list of trips for up till Christmas (MR)*

Need a plan for trips to go into the GCR calendar from MR.

- *Continue to look into membership cards (JL)*

l. Welfare [AM]

1. General induction week stuff

2. Condoms don't seem to be going down quite as quickly, so maybe this year will be different. I have a bag of 1000 waiting in case it isn't though, since the dispenser people have still not got back to me.

3. Did a welfare post in the group to introduce myself, the NHS and nightline.

6. AOB

James O'Neill

GCR Vice President and very temporary secretary/Alastair the lesser/ these are my last exec minutes !

09/10/2018