



MEETING RECORD

Meeting Location:	Hybrid Meeting: Ustinov Seminar Room/Microsoft Teams	Date:	06/04/2023
Present:	Apologies: Artem Chuiko (AC) Present: Joel Lozano (JL), Anthony Jones (AJ), Oleksandra Mazurkevych (OM), Tilda Butler (TB), Adam Fletcher (AF), Katie Schofield (KS), Thom Addinall-Biddulph (TAB), Nick Cresswell (NC) and Ray Mumford (RM).	Time:	6 pm

ITEM	ACTION AGREED / DISCUSSION	ACTION
1	<p>Summary of Previous Two Months</p> <p>AJ provided rundown of events in lieu of officer reports. Feedback was given on our range of events at the bar, of particularly note JL organised Taylor Swift and Third Term events that were very successful. JL ran a trip to Lindisfarne, JL and AJ ran a trip to Raby Castle. Updates on the BBQ (8th July) and Ball (June 22nd) provided. As noted by AJ, exposure on the formal was too large and we have struggled with uptake due to a combination of education curve and competitors – mainly the Castle Ball – which was promoted by Ustinov CMT. AJ noted that the subject of whether to outlay for a summer ball in 2024 should be considered further by the Exec team next year – at the very least the scale of the event needs to commensurate with the potential costs and time commitment. Summer BBQ, JL has organised virtually everything, the stage was moved from outdoors to in and tech/food has been organised at Collingwood. Date clashes with the Miners Gala but an unfortunate and unavoidable. Both fall within passed budgets – BBQ estimated to fall under budget.</p> <p>OM noted the AGM will take place on Sunday 11th June with elections and presentation of next years budget.</p>	TB, AF, KS
2	<p>Service Level Agreement</p> <p>AJ and JL had further discussions with the Principal and additional support in the form of a Treasurer room will not be provided. Consequently a discussion on the state of play by all present was undertaken. In summary:</p> <ol style="list-style-type: none"> 1. Despite the SLA being a document signed by all but two common rooms, they have agreed to an additional schedule (ie addendum) with Ustinov specific changes. 2. Training is given to treasurers in JCR positions. The timing of this does not align with our election cycle. This will be provided for our treasurer - with this training being done at the beginning of their term and at a time of their convenience if an updated SLA is signed. It also appears they can have view of what documents have been submitted by other common rooms - however there is no specific template as yet given the nature of the SLA being in its infancy. 3. AJ shared a copy of the of the SLA with comments. TAB and RM noted their positions on the level of increased scrutiny that would be provided in the SLA. AF and KS gave fresh interpretation of the document, KS suggested data gathering of support from the university to other common rooms. JL to request this data. TB made comments on the general setup of the document and the one size fits all approach. Vote made by all members on SLA to give JL authority to sign, signing rejected. Roadmap to gather further info and reach agreement to be devised by AJ. 	JL AJ



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<p>3</p>	<p>New External Trustee / Re-election</p> <p>OM to add TAB re-election to AGM agenda after trustee vote to extend term. NC happy to act as interim but would be happy to step aside for any alternative Alumni Trustee.</p> <p>JL and AJ have run recruitment and agreement reached with Rachel Barclay, Senior Curator at the Oriental Museum, who has a fantastic background with charities and can see lots of alignment opportunities with the Museum and provide valuable oversight on the Durham contacts side. AJ to request Rachel submit application similar to RM to allow for election in the new academic year.</p>	<p>OM</p> <p>AJ</p>
<p>4</p>	<p>Filings for the Charity Commission</p> <p>TAB noted our overdue filings for the charity commission. It would have been valuable for AC (current Treasurer) to provide input on the status. AJ provided an update in the absence of AC. Bryan Howarth in his position as accountancy advisor for the GCR has advised filing both accounts for this year and last year together given the acknowledged delays. The delays arise from the issues of payments being made with private cards owing to issues with the bank. This work has now been completed, the next years accounts are being compiled and will be submitted to Bryan Howarth who will then submit them to the charity commission.</p> <p>JL advised we sent a letter to the charity commission updating them on the situation and to advise of our proposed fix and timeline for resolution. Joel followed up with a phone call so they were aware of the filings and when they would be made.</p>	<p>AC, JL</p>
<p>5</p>	<p>Budgets for next year and Bar Alterations</p> <p>JL and AJ advised budget for next year will be provided prior to the AGM. This will include a bar alteration fund. AJ provided breakdown of financial constraints with the college and our accumulated surpluses providing an alternative funding mechanism to improve the functionality and feel of our only fixed asset. All agreed improvements to the bar would be a sensible use of finances, particularly when factoring in lifetime costs of this – see the attached document with preliminary ideas to open discussion. Direct democracy approach agreed to gather feedback from all within the GCR. RM noted the necessity to improve our outreach to include all international students and build on the good work of this year. AJ to progress plans with devised budget to be scrutinized at AGM.</p>	<p>AC, AJ</p> <p>AJ</p>
<p>7</p>	<p>Future Meetings</p> <p>TAB as Chair of Trustees should be the one to organize meeting and send out the agenda, JL to advise on suitable time if another meeting is required this term.</p>	<p>TAB, JL</p>