



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>Introductions from New Trustees</p> <p>Tilda Butler (TB) is a masters Management and Marketing student and has been the Welfare Officer in Epiphany term. Katie is a first year Volcanologist PhD studying in the Earth Sciences department and lives out. Adam is a second year History PhD and has lived in Sheraton since starting back in 2021.</p>	TB, AF, KS
2	<p>Summary of Epiphany Activities</p> <p>GCR organised multiple formals, including the Castle formal and the Lunar New Year formal (inter-MCR) which were both well attended; Castle was a sellout. The second Castle formal pencilled in for the summer term cannot take place because of renovation works and therefore plans have been made to host a formal in Hatfield. The quiz continues to run weekly on a Thursday. We also had a wide range of different events in the bar:</p> <ul style="list-style-type: none"> - College Drinks Night (there are four new college drinks (two alcoholic and two non-alcoholic) the platypus and platyminus, the Lozano and the Noughty Neville. - Pool Tournament - Speed Dating Night - 90s Party Night - Valentine's Karaoke - Cocktail Night - International Women's Day - Latin Night - End of term/St Paddy's Day Party. - Easter Keenan Party <p>We also hosted a Ceilidh in the Hub and had trips to colleges in town and a recent trip to Lindisfarne and Holy Island.</p> <p>The committee now consists of 23 officers, 11 of whom were elected at the General meeting in the end of January 2023. We are now focusing on the organisation of Summer ball and Summer BBQ.</p>	
3	<p>Service Level Agreement</p> <p>AJ and JL had further discussions with the Directorate of Education about the potential signing of the SLA agreement. AJ provided an update on the state of play.</p>	



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	<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. 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. The university agree that the loss of the treasurer's room has the potential to be of detriment to finding a suitably motivated team. AJ agrees with them that it is slightly sidestepping to an issue based on finance rather than specifics of this SLA, but by leveraging the fact that increased responsibilities are being placed on the common room, most noticeably the treasurer, we have opened the door on this issue. AJ and JL have gone to Glenn McGregor with a detailed breakdown as to why Jeremy Cook should consider a return of the financed room – this will need to be found through the college budgets. <p>AJ shared a copy of the Addendum 5: Ustinov Agreement draft that was shared with all trustees for comments. TAB noted that the Treasurer position can be elected in June and therefore should be reflected in 1.3. AJ to update and share revised addendum for final comment.</p>	AJ
4	<p>GCR Financing</p> <p>The GCR officer trustees floated the possibly a nominal fee of £3-5 fee for the Summer BBQ to track attendance numbers and cover some of the inflationary expenses for food at the BBQ. The event has traditionally been free for GCR members, and previous Chairpersons, TAB and RM voiced their opposition to this (and AJ noted Connor Armstrong (CA), advised keeping it free). Following this input, it was decided to implement free tickets on e-commerce to gather provisional numbers for the event and then allow a 15% redundancy increase in numbers to best make available provision but avoid unnecessary food waste. AJ to update e-commerce in the summer term to gather numbers – after sales for the summer ball have completed.</p> <p>The cost of staging and lighting for the summer barbeque is approximately £5500 (this fee for staging is likely to increase and is required per large event). AJ and JL suggested purchasing a collapsible stage for £13000 to eliminate yearly rental expenses. This could also generate additional income by renting it to other colleges. Thom (TAB) advised reaching out to other JCRs and MCRs to learn why they haven't invested in their own stages. If we decide to purchase it, we need to take into account Health & Safety measures and assign a person who would be responsible for assembling the stage for different GCR events, an annual inspection would be required. JL to contact the President Forum and develop the proposal.</p>	AJ JL
5	<p>Filings for the Charity Commission</p> <p>RM noted our overdue filings for the charity commission. It would have been valuable for AC (current Treasurer) to provide input on the status. JL 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</p>	AC, JL



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	<p>delays. The delays arise from the issues of payments being made with private cards owing to issues with the bank. A number of payments are being traced hence the delay in filing the accounts from last year.</p> <p>RM advised that we send a letter to the charity commission updating them on the situation and to advise of our proposed fix and timeline for resolution. AJ and JL to draft letter for sending to the charity commission.</p> <p>In terms of the GCP and its position in college. AJ discussed potential agreements to bring GCP finances into the exec team in exchange for managing the academic side of the college outreach. The GCP is receiving increased scrutiny with tightening budget and bringing it into the GCR may help ringfence it and bring get more enthusiastic and financially supported exec roles for the mutual benefit of both. Potential alignment proposed between the ISO officer and UIF, an arts and Social Secretary, A NE outreach and communications officer. AJ and JL to raise the idea tentatively with CMT to see if there is any potential for this idea.</p>	<p>RM, AJ, JL</p> <p>AJ, JL</p>
<p>6</p>	<p>Acknowledgement and Special Thanks for Tom Britton</p> <p>Tom Britton (TB) provided steady scrutiny and much needed guidance for over 10 years to the GCR, RM raised the colossal contribution that TB has made that everyone duly acknowledged. It was intended to provide a gift to TB at the Summer BBQ on July 8th but TB is unavailable. As such RM and JL to liaise to determine a suitable time/location for a gift to be given from the GCR.</p> <p>Additionally JL will nominated TB for honorary lifetime membership to the GCR in the next meeting.</p>	<p>RM, JL</p> <p>JL, AJ</p>
<p>7</p>	<p>Future Meetings – External Trustee Positions reaching term end</p> <p>Noted that these past couple of meetings have followed a more relaxed conversational formal. TAB as Chair of Trustees should be the one to organize meeting and send out the agenda. AJ to provide minutes from this meeting to Trustee team. Officer trustees to provide updates and advise on suitable time for Chair of Trustees to organize meetings in the future. TAB is considering the role and position as an external trustee. NC is also term limited and as such both will provide update on decision by the next meeting of their decision for continuation. Where required a new Chair of Trustees would need to be appointed.</p>	<p>AJ</p> <p>Chair of Trustees - TAB</p>
<p>8</p>	<p>Any Other Business:</p> <p>TAB brought up the topic of organizing LGBTQ+ events for Pride month. TB agreed to explore the matter further and consult with the Welfare committee and former Welfare officers.</p>	<p>TB</p>