EULC Committee Meeting – 1330 Thursday 3rd May 2018

Meeting with the AU discussing season 2018/19

Charlotte Raymont and Stephen Brown

Attendees:

* Nick Woolgar
* Ellie Shepard
* Isobel Woods
* Alex Lockyer
* Clare Jansen
* Sam Colthulp
* Charlie Scoular
* Lily Hunt
* Emily Leviseur
* Lucy Jonas
* Claudia Denye
* George Moynihan
* Nick Greaves
* Alex Powell
* Jacob Griffiths

Apologies of Absentees

* Thibaud Sulzer
* Merry Webber

Fresher’s Week 2018

17th – 21st September

Fresher’s fair – Saturday 22nd, 1000-1600 can set up from 0830, power and backing provided

Tasters session same as last year – changes by 11th may

Welcome guide – spaces booked for us

Three new systems in guild – booking of forum, piazza spaces, around ground and sports park

Risk assessments – deadline in the next week or so, done for us

Booking - same as last year

Do a meet and greet to put into fresher’s week document – evening needs event declaration

Fresher’s week – wear stash, positive presence

Flyers need to be emailed to AU media, must have the timepiece logo and any sponsorship logos

Fresher’s Fair Sign-ups

GDPR means we are unable to take membership forms off campus - enter them online or filing system and leave them with the AU in a lockable filing cabinet

Cannot email members unless they opt in

‘Waver forever’ last year, looking at Fixr this year – circle has a bit of a legal issue

Membership forms have to be in alphabetical order and submitted to AU on the day

When we collect info – highlight and separate any form from an U18

Fees

Affiliation fees – two weeks to be paid, then two weeks to be refunded

TBC – affiliation fees potentially going up – BUCS fees – £18 -> £20 per squad member

AU Affiliation fees £10 -> £12

Sports park fee - £20 facility allocation -> £22/24 goes to Duckes and Topsham

Socials

All socials require events list and risk assessment + event declaration

Bigger socials – EOSD, Christmas dinner and meet and greet require a meeting with the AU to organise

Treasurer

Payment – moving to Santander because NatWest is closing – potentially removing students signatories from accounts – move to online banking – takes away the need for two signatories – removes possibilities of fraud

Still do audit and control money

Fewer businesses taking cheques

All money after fresher’s fair has to be handed into the AU that day as we are not insured off campus – to be collected the following week and paid in

Financial Planning documents – deadline 15th June

Please leave all cheque book over summer

Audits are 3 per year – 1 per term – due 15th June for this term

E-claims – paying coaches (not applicable to us)

2018 Committee Training

Beginning of 1st term

Thursday 13th September – Alumni auditorium?

To include: student minds, police, safe guarding

Training

Training allocations – deadline end of July

Potential for Monday sessions to change

Talk about new session – moving to Thursday

BUCS

BUCS teams have been entered for the 2018/19 season

5th women’s team? – need to sort – deadline is 11th May – talk to Anna Craston about what she did wrt coaches and driving/mini buses – Georgina MacNaughton needs to fill in a form

Team captain training at beginning of year

Wednesday in September, students minds training – Nicky Saville

Social Media

AU handbook – deadline for blurb and photos is 15th June

Send to AU media

Websites – need to be updated by A level results day – fresher’s week, events etc.

CCs

AU council, compulsory – 2 per term , CC have to go or send someone in their place

Club development documents – 3-5 year plan

Receive club development plan and fill out – auadmin@exeter.ac.uk

Thorough committee handover – regular committee meetings

Use of committee email addresses - speak to SID about change of email address

Kit

PlayerLayer – should be better this year

Go to council at the end of this year to discuss contract

Talk about non-personalised shirts – speak to Sam about in stock items

Transportation

Driver registration forms – 21 years

Hire car or bus – speak to Stephen Brown

Normal vehicles – vehicle request forms – coaches – BUCS to Emily, weekends stuff to Steve

As well as reimbursements

Trip registration forms – mixed at the weekend or friendly – committee area on the website

Intramural

Rounders and netball, hockey and touch rugby

Events – Grecian shield, Mo-Sista, AU Olympics etc.

Courses

Course requirements – SVS scheme

Gold, silver or bronze coaching awards – pays for a course, coaching and provide it back to the club – Applications to Steve

Umpires course – venue need sorting, different levels?

First aid?

Meeting concluded 1415.

Dates for the diaries

Thursday 13th September – Committee training day - COMPULSORY

Fresher’s Week 17th – 21st September

Colours and awards – reed hall 23rd May

Actions before next meeting

CC – get emails forwarded, or access to CC email address – go to SID

Treasurer

* Financial Planning documents – due 15th June
* This term’s audit - due 15th

Social Secs

* Organise a meet and greet, if it’s in the evening it needs an event declaration

Media Sec

* make flyers and email these to the AU
* get access to website from Fenella
* update website for Fresher’s week: events, dates, places, photos – deadline A Level Results day
* committee photos and info so people know who we are
* AU handbook – look at the one from last year as will be the same unless you want to make any changes e.g. new photos or blurb – email this to AU Media

Stash Sec

* Look into generic, numbered tops for all teams
* Speak to Sam from the AU
* Found this on the AU website:

Team Captains

* Look into pitch timings
* 5th women’s BUCS team – deadline 11th May
* This may cause transport problems
* Pre-season dates – give these to media sec to publish on website

Mixed Captains

* Sort date for BBQ and mixed tournament

Comments, queries, suggestions or nudes to Isobel Woods: iejw201@exeter.ac.uk