

# LSAC Committee Minutes

Date 28/09/2018 | Time 19:00 | Location DMTC

Meeting called by Jordanna Marsh  
Type of meeting Committee Meeting  
Note taker Laura Hutchinson

**Apologies**  
Felicity Slocombe  
Chris Cooper

---

## Main Business

---

### Chair – Jordanna Marsh

- Chair's report –
  - Timings of Facebook posts
    - Don't post too many in one go, people get confused so spread out more
    - Wait an hour or two if someone else has already posted
  - Bazaar plans
    - Straw bosses, white bows for taster
    - Danage for bazaar
    - Alys may volunteer her bow for demo
    - Meet at 9, by the cupboard - everyone
    - Club kit
    - Wozencroft to show off his shiny experienced kit
  - Taster session plans
    - coach to a boss
    - regularly repeat rules to new person
    - Signs for waiting area and safety etc.
    - Big faces
    - Barebow
  - Beginner session plans
    - Will be discussed at coaches meeting on Wednesday
  - Clini (clinical) bands
    - Court 4, 6pm to use reflection, but may be too early, so may move later, ask all coaches to be there, TBD in coaches meeting
    - Buy more clinical bands if needed

- Coaching meeting
  - Wednesday 7pm
- Fresher's social (drinking and sober) games and activities
  - (discuss later)
- Membership updates
  - Some people got membership
  - Some did not
  - 85+alumni (5 were reserved for BUCS people)
- Beginner competition
  - Last of the beginner's session - 3rd Saturday in Oct (27th) - just for novices
- BUTTS leg and social
  - 10th November from 12 noon (when we have the court)
  - max 80 but probably less because otherwise won't finish till late
  - Billy to email 3/4 weeks before to ask for interest and numbers
- Pride lip sync battle now for teamtalk (mental health and wellbeing)
  - Jordanna, Billy, Felicity, Chris, Alys have signed up
- GM date – voting on new constitution and media rep
  - Monday 29th October
  - And voting of new novice reps

#### *Actions ongoing*

- Booklet for new members - done
- Sponsorship possibilities – pharmacy (for next year?)
- Rota for coaching/dedicated coaching evening - still in progress TBD in coach meeting
- Book for counting arrows in and out - not been bought but will be bought by outdoors

#### **Secretary – Felicity Slocombe**

- Secretary's report –
  - AGB membership renewal done for all members rejoining from last year (so far)
    - Renews on 30<sup>th</sup> September – physical cards still sent, but also a good idea to get virtual card (details of how to do this on renewal email)
  - Membership fee of £160 paid from membership account
  - Awaiting response from Peter at L&RCAA for invoice for their affiliation fee
    - Mark to ask county about affiliation fee

#### *Actions ongoing*

- Pin the constitution and code of practice to Facebook and on the website – await GM vote

- Convert dropbox to OneDrive – how best to do this/when best to do this – still to do
- GDPR (website/Facebook/social media)
  - Add clause to all of the above – clause has been added to Facebook and to the website, a link in the footer to our privacy policy has been added
  - Add clause to membership sign up for people to opt in to photos/match reports including them for social media – done
    - Flick needs to add to the buy membership page “I consent to my details being shared with archery GB”

### **Treasurer – Mark Peart**

- Treasurer's report –
  - £1000 in private account
  - Otherwise currently no money but will be released soon
  - No buffer fee this year

#### *Actions ongoing*

- First aid kits – still to do
  - should be renewed each year so waited for new year
  - Already have 1 that might need renewing
  - One more needed - 1 for sessions and 1 for competitions
  - Mark to ask Claire

We still have about £150 in ice cream box fund

### **Development Officer – Arthur Coveney**

- DO's report – Everything to be discussed in coaching meeting

#### *Actions ongoing*

- Coaching contracts for Level 1 coaches – will be done – coaches meeting on 3<sup>rd</sup> October
  - Half done - still waiting on details from some people
- Coaching rota/booking – will be done – coaches meeting on 3<sup>rd</sup> October
- Clini band sessions – encourage more use, refresher session halfway through term
- Seminars for this year
  - Seminars for next year
  - Every 3 weeks
  - Welcome to archery (with clini band session) in court 4
    - not on a Wednesday now so can't do seminar before clini
  - Competition and session etiquette

- Basic equipment skills, what to buy and practice over Christmas
- Tuning and maintenance
- Food and mind
- BUCS

## Team Captain – Laura Mallinson

- TC's report –
  - Competition entries
    - How many go to our BUTTS legs – 16, 18 or 20
    - Email 2 weeks before, then do team entry a week after that
    - Field BUTTS to be submitted this week
    - There is a competition pretty much every weekend starting from 27th Oct to 9th Dec
    - BUCS medals - BUCS say they have arrived, Nat says they never arrived, AU office has been searched and not there, Richard asked BUCS and more chasing will happen, but to summarise, they are currently lost
    - Make post about drivers?

### *Actions ongoing*

## Equipment Officer – Chris Cooper

- Equipment Officer's report –
  - Intermediate kits
    - Excel spreadsheet been made to track each kit and what is in it and who has which one - try to link to inventory in some way
    - Standard recurve without stabilisers - includes buttons, but will start including stabilisers
    - Take off sticky labels and replace with luggage tags
    - No GDPR breach by recording names attached to each kit

### *Actions ongoing*

- New equipment to buy at start of next academic year - done
- Make longbow sleeve – ongoing – need to take measurements
  - Tape measure has been acquired, Chris's mum will make one (yay!)
- Damage repair party – organize with tennis centre when we can do this
  - Chris to ask after meeting (those present at meeting)
  - No new blocks needed, can just rotate and flip
  - Frames need replacing - tape legs and replace bars

- Kit list on who has what
  - Put a post on Facebook for all club kit to be returned – Facebook post done
  - Intermediate bow – riser, limbs, string, button, sight, stand - done
- New compound added to inventory? done
  - Got rid of broken compound? - not yet, not broken just not great, give to Maggie?
- Assigning kit – if possible to make it accessible to all
  - spreadsheet mentioned above
  - Inventory needs to be added to

## Tournaments and Records Officer – Alys Blades

- TO's report –
  - Need to email people to confirm with Katherine that we have the right date and time for BUTTS leg

### *Actions ongoing*

- One off booking form for; BUTTS indoor leg, chairs challenge shield, Ex vs. Current 2019 – in progress
  - BUTTS leg – 10<sup>th</sup> November – date confirmed?
  - Chairs Challenge Shield – 1<sup>st</sup> December
  - Ex vs. Current – 26<sup>th</sup> May

## Social Secretary – Billy Graham

- Social Secretary's report –
  - Fresher events
    - Meet at JC's at 6:30pm on Friday 12<sup>th</sup> October
    - Split into teams
    - Give them a challenge list for the night
    - Head to The GB, then The Griffin where we do committee game
    - Tap'n'clapper
    - Swan back room booked for end of night (9:30 onwards - including quiz)
    - Then people can disperse and go to FND or spoons
  - 14<sup>th</sup> October - treasure hunt (sober social)
  - 19<sup>th</sup> October - punch party social at Revs
  - BUTTS leg social to be organised

### *Actions ongoing*

## Welfare Officer – Laura Hutchinson

- Welfare Officer's report
  - First beginner's session – AU Welfare Reps - 5 mins at start of beginner's session

*Actions ongoing*

## Novice Representatives – not yet elected

- Novice representative's report –

*Actions ongoing*

## AOB

- One new member may be experienced although they have only done a beginner's course over the summer – does not have AGB membership – unlikely to join due to cost

*Actions ongoing*

- Maggie to put up information on skills and drills, S&C – to do once new members have joined
  - Make S&C part of seminar or other clinic band session
- New Kukri kit available for try on at bazaar, but not available to buy yet

---

## Session Rota

---

Date	Session Taker	Location	Time	Notes
Saturday 29/09/2018	Laura Mallinson	DMTC	12:00-16:00	Taster session
Monday 01/10/2018	Mark	DMTC	19:30-22:30	Taster session
Tuesday 02/10/2018	Mark	DMTC	19:30-22:30	Taster session
Wednesday 03/10/2018	Jordanna	DMTC	20:30-22:30	Experienced only
Saturday 06/10/2018	Chris	DMTC	18:00-21:30	
Monday 08/10/2018	Mark	DMTC	20:30-22:30	Beginner's course
Tuesday 09/10/2018	Mark	DMTC	20:30-22:30	Beginner's course
Wednesday 10/10/2018	Alys	DMTC	20:30-22:30	Experienced only

Saturday 13/10/2018	Billy	DMTC	18:00-21:30	
Monday 15/10/2018	Mark	DMTC	20:30-22:30	Beginner's course
Tuesday 16/10/2018	Mark	DMTC	20:30-22:30	Beginner's course
Wednesday 17/10/2018	Mark	DMTC	20:30-22:30	Experienced only