

LSAC Committee Minutes

Date 01/11/2021 | Time 19:30 | Location DMTC

Meeting called by Jordanna Marsh
Type of meeting Committee Meeting
Note taker Felicity Slocombe

Apologies

Harry Morton

Main Business

Chair – Jordanna Marsh

- Chair's report –
 - AU meeting points
 - Had AU GM on Thursday – need to make sure people signing in on the app – need to get people signing up or could lose facilities
 - 2 weeks notice for booking facilities (e.g., a meeting room)
 - Alumni membership – still having issues, deadline has passed but it's at their end now – still okay to keep trying to get them sorted
 - Staff have drop-in hours at the union – Jordanna will upload PowerPoint
 - Grant funding deadline – 19th November – virtual seminar on 8th November on applying
 - Big match – don't really have anything they can spectate – club focus instead – get posts online – could do for BUTTS champs
 - Fundraising page – will invite Chris to it – push for joining with RAG and Action. Declaration of funds form – can run charity events with up to 50% of proceeds going to the club as long as clearly stated
 - Development group – split AU clubs into subgroups – golf, fencing, and shooting are with us – club support network – join committees together for a meeting and exchange advice
 - Please start tagging @lboroau in anything on social media – stay on brand with correct colours – will provide Robyn with brand guidelines
 - Coach call outs – representation of coaches within clubs – pick 1 coach that's done well, write about them as a thanks – Ffion and Jordanna to have chat about it
 - Jay meeting overview
 - Cupboard usage, BUTTS leg and BUTTS champ – carrying on from Catrina's work
 - Cupboard – said no for the moment – don't know what's happening with the storage atm with the new tennis centre being built – will have to wait and see
 - BUTTS leg – 21st November – 8:30-17:00 – risk assessments done, just using Court 1

- Spoke to Harry about emailing clubs
- Helpers – covered now
- Just need to arrange meal
- BUTTS championships – Kath (facilities manager at AU) – got the okay to use the whole tennis centre (all 4 courts 8am-8pm 12th March)
 - Shoot with the side nets at the back – lock the door at the side and can use the doors at the back to get to facilities.
 - Helpers for this – think sorted?
 - BUTTS ball – would be after the shoot – 128 archers shooting, so probably less than that would be attending the ball after
- November socials
 - Come back to this in Haydn's section

Actions ongoing

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Secretary – Felicity Slocombe

- Secretary's report –
 - Anything I need to do other than minutes?
 - AGB memberships that need sorting
 - Sport80 account – register new novices
 - Replying to emails
 - AU aware of new committee
 - Majordomo mailing list too

Actions ongoing

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Treasurer – Rebecca Mears

- Treasurer's report –
 - Update on damages and plan for late arrival
 - All new ones been ordered – delivery in November (no exact date yet)
 - BUTTS leg – need to sort out time for meshing existing targets in case they don't come in time – will do this on 14th November – Tom and Twinkle should be able to help too
 - Explaining how to use Expense365
 - Whenever you buy anything less than £100 on behalf of the club, claim through Expense365 app for Rebecca and then the AU to approve

Actions ongoing

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Development Officer – Ffion Edgeley

- DO's report –
 - Covid contingency plan
 - What happens if someone gets COVID at the club – all have to isolate – follow AU policy – post on page about it
 - Session numbers
 - 50 spaces currently – do we want to limit it so less people can attend?
 - Change to 48 – 40 members plus allowance for coaches
 - Coaching days for Ash
 - Monday and Wednesday – doesn't want to come 2 days in row
 - Date for another trip to Merlin
 - Weekend – Jordanna to arrange and book with them
 - Saturday scoring sessions
 - Encourage it as a scoring session – could do a Portsmouth round. See rounds on webpage: (<http://www.lboroarchery.co.uk/archery/rounds.php>)
 - People arriving late
 - You have to EITHER set up or pack down
 - ASS seminar
 - 15th November – seminar on competitions ready for BUTTS leg one
 - 29th November – buying equipment
 - Make calendar of important dates – Jordanna will update
 - Seminars will be on before a session
 - Intermediate kit
 - As soon as possible
 - Novices to try the compound today – and then can sort out intermediate kits and compound bows – Ffion to be provided with access to sheet of novice measurements
 - Coaches will help decides who gets it – awarded on a combination of score, attendance and technique
 - Novices can't attend blank boss yet
 - Still can't take arrows with them even if have intermediate kit

Actions ongoing

- Organize ASS seminars

Team Captain – Ben Evans

- TC's report –
 - BUCS outdoors vote
 - Voting on the rounds we want – Ben to do post to vote on
 - Weighting of the scoring – Ben will explain in the email – Jordanna post in layman's terms – whole club vote – voting closes on 15th November
 - Transfer of OneDrive
 - Ben happy to do this

Actions ongoing

Equipment Officer – Emilia Stonebanks

- Equipment Officer's report –
 - Arrows – mend from the box of spares
 - Strings – can use new ones for intermediate kit

Actions ongoing

- Reclaiming the full cupboard space – Jordanna has spoken to someone about the possibility of this – ongoing discussion
- Cupboard sort and inventory

Tournaments and Records Officer – Harry Morton

- TO's report –
 - In the process of all the ongoing actions – discussed under Jordanna's section

Actions ongoing

- Archers toolbox club registration

Social Secretary – Haydn Lloyd

- Social Secretary's report –
 - November socials –
 - Fireworks in someone's garden – Chris Marfell's?
 - Karaoke - November 13th
 - FND – don't do Q jump anymore
 - BUTTS leg dinner – The Basin – to book

Actions ongoing

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Welfare Officer – Chris Marfell

- Welfare Officer's report
 - Access to social media accounts – Jordanna to send log in details across, advertising charity events and other sessions such as yoga

Actions ongoing

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Media Officer – Robyn Griffiths

- Media Officer's report –
 - Jordanna to send details of media accounts to Robyn too

Actions ongoing

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Novice Representatives – Adam Pugh & Charlotte Martin

- Novice representative's report –
 - Clarify roles – just be available, it's as much as you want to put in – can get involved with welfare, media and social. Everyone loves a bit of help!
 - Could help with fun shoots, send out questionnaires to find out if the novices/new members of the club want anything – Facebook more formal and for getting feedback from members. Messenger for quick questions/ more informal.
 - Keep up with the momentum of the beginner course – help with retention – maybe anything we do wrong that we could fix

Actions ongoing

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AOB

- Ffion can't run session Rebecca Mears can run it

Actions ongoing

Session Rota

Date	Session Taker	Location	Time	Notes
Saturday 13/11/2021	Rebecca	DMTC	18:00-21:00	
Wednesday 17/11/2021	Jordanna	DMTC	20:30-22:30	Experienced only
				Sorted up until Sat 20 th November
Monday 22/11/2021		DMTC	20:30-22:30	Fill out at next meeting
Tuesday 23/11/2021		DMTC	20:00-22:30	
Wednesday 24/11/2021		DMTC	20:30-22:30	Experienced only
Saturday 13/11/2021		DMTC	18:00-21:00	
Monday 27/11/2021		DMTC	20:30-22:30	
Tuesday 28/11/2021		DMTC	20:00-22:30	
Wednesday 29/11/21		DMTC	20:30-22:30	Experienced only