



Lancaster University Archery Club

Executive Committee Meeting Minutes

Date-29th September 2021

Time – 5:00pm

Type of Meeting: Summer Holiday

Chair: Alex Gaffney

Location: Discord

Invitees: Jesse Phillips (JP), Sean MacIver (SM), Charlotte Brocksom (CB), Killian Higgins (KH), Alex Gaffney (AG), Laura Zmudzinska (LZ)

Members Present: Sean MacIver, Charlotte Brocksom, Alex Gaffney, Laura Zmudzinska

Members Absent: Jesse Phillips, Killian Higgins

Agenda:

- Officers reports
- Freshers
- Socials Sec
- Drivers
- Finance meeting
- AOB

Motion:

Officers reports

- AG – we've got posters and cards – need to hang up posters – 3rd/this Sunday – Freshers has been booked and will hopefully all go well – trying to get LUSU to give us all the information we need
- JP – has posters and business cards – needs the bios for website – taster session plan is set
- KH – went to finance meeting – signed up with NEAUL
- SM – signed all cheques just need to deliver – got the budget with £50 extra
- CB – paid AGB membership



Freshers

- All need a COVID Pass or negative COVID test result by text or email within 48 hours for Freshers' Fest – get the COVID Pass through the NHS app
- For taster sessions ask the same – make a booking? – and masks when off the line
- Make post for Facebook and Instagram advertising taster sessions and freshers fest – repeat taster sessions post after the Freshers Fest
- JP has a plan for taster sessions
- Will need cleaning equipment and first aid for Freshers Fest
- Will do a mini equipment check on the 8th Oct for tasters
- SM, AG and LZ to display their bows if enough room
- Still need to confirm what resources/type of stall we have for Freshers – depending on this depends on what we can do.
- Two per stall at one time
- Need to check with LUSU for insurance purposes for Freshers Fest

Socials Sec

- RN has stepped down – ask if anybody in the club wants to take the position – if nobody does then we just split up responsibility
- We'll do a Facebook post to see if anyone is interested

Drivers

- KH has done a post on Facebook
- Only JP available to drive – can also drive minibus
- Might look into coach prices? Or public transport?
- Ask the university for advice especially regarding competitions

Finance meeting

- Trying to move to university funding from sports funding – they don't have the funding so we will pay the coach and then get a refund back from the university
- To claim it back – 20 working days turnaround
- There's competition and COVID funding – COVID is for extra expenses – Anything outside of BUCS is not guaranteed – all BUCS stuff will be paid by the union
- Remember to get a sports Lancaster membership in person at the sports centre - £10 cheaper than Bronze and includes other benefits (Sunday gym session)



Meeting adjourned – 6:28pm