

LSAC Committee Minutes

Date | 24/05/2021 | Location Online

Meeting called by	Catrina Salisbury
Type of meeting	Committee Meeting
Note taker	Helen Wilcockson

Apologies

Main Business

Chair – Catrina Salisbury

Actions brought forwards

- Summer Sessions
- Session allocations
- PP sessions

Chair's report

- Summer sessions will run.
- Session Allocations: Tue 25th (Becky), Wed 26th (Tom), Thurs 27th (Laura M, Catrina), Sat 29th (Ben), Tue 1st (Becky), Wed 2nd (Kieran, Catrina), Thurs 3rd (Ben), Sat 5th (Becky), Sun 6th? – head-to-head practice (Laura M).
- Performance programme: to run in terms 2 & 3 of the next academic year. Physio sessions to be included, but only given under Maggie's approval.

Actions ongoing

- Make group chat for development plan.

Secretary – Helen Wilcockson

Actions brought forwards

- n/a

Secretary's report

- No report given

Actions ongoing

- n/a

Treasurer – Rebecca Mears

Actions brought forwards

- Budget
- Bow deposits

Treasurer's report

- Budget almost all but finished.
- Bow deposits: novices to be reminded to return kit to receive refund. Consideration as to whether bow deposits should be raised next year (current price is under kit cost).

- Bow bags: purchase of 16 additional bags may be needed next year with bigger novice cohort.

Actions ongoing

- Decide price for next year's bow deposits.
- Process this year's bow deposits.
- Remind novices about returning bows and bow deposits (send out an email?)

Team Captain – Laura Mallinson/ Harry Morton

Actions brought forwards

- BUCS
- Head-to-head practice

Team Captain's report

- Sunday session 6th June: head-to-head practice. Priority for those going to BUCS.
- BUCS: 10 people have applied as yet.
- BUCS transport: we currently have 3 drivers, may need to cut athlete numbers.
- Etiquette training for those going to BUCS.

Actions ongoing

- Create handicap system for head-to-head practice.
- Laura & Harry to discuss rankings.
- Tom to book out tennis centre conference room and run etiquette training + equipment maintenance session for those going to BUCS.

Equipment Officer – Emilia Stonebanks

Actions brought forwards

- Outdoor range signs
- First aid kit

Treasurer's report

- First aid kit items need checking.
- Both outdoor range signs are broken and need replacing.

Actions ongoing

- Check that all items in first aid kit (in cupboard) are in date.
- Replace outdoor range signs.

Development Officer – Ffion Edgeley

Actions brought forwards

- development plan

Development Officer's report

- development plan to be created by 1st June

Actions ongoing

- Catrina will make a group chat with all the relevant people to discuss development plan's creation.

Social Secretary – Jordanna Marsh

Actions brought forwards

- n/a

Social Secretary's report

- No report given

Actions ongoing

- n/a

Tournaments and Records Officer –

Actions brought forwards

- n/a

Treasurer's report

- No report given

Actions ongoing

- n/a

Welfare Officer – Mary Upton

Actions brought forwards

- n/a

Treasurer's report

- No report given

Actions ongoing

- n/a

Media – Cindy Lo

Actions brought forwards

- AU video request

Treasurer's report

- AU Media want 2-3 minute video: advertising club for freshers and uni open days. Deadline: 31st May. Adapting old video footage from OneDrive?

Actions ongoing

- Create and submit video for AU Media.

Novice Representatives – Rebecca Mears

Actions brought forwards

- n/a

Treasurer's report

- No report given

Actions ongoing

- n/a

Any Other Business

Actions brought forwards

- Alumni rep

Items brought up

- Committee agrees to have an alumni rep.
- Cupboard keys to be given to Rebecca and Emilia.

Actions ongoing

- Communicate with Tom and Twinkle to ask whether they would be interested in the role.
- Ben and Tom to give cupboard keys to Rebecca and Emilia.

Session Rota

Date	Session Taker	Location	Notes
Tuesday 25 th May	Becky		
Wednesday 26 th May	Tom		
Thursday 27 th May	Laura M, Catrina		
Saturday 29 th May	Ben		
Tuesday 1 st June	Becky		
Wednesday 2 nd June	Kieran, Catrina		
Thursday 3 rd June	Ben		
Saturday 5 th June	Becky		
Sunday 6 th June	Laura M		Head-to-head session