

LSAC Committee Minutes

Date | 16/05/2022 | Location DMTC

Meeting called by	Ben Evans	Apologies
Type of meeting	Committee Meeting	
Note taker	Haydn Lloyd	Absent
		Charlotte

Main Business

Chair – Ben Evans

Actions brought forwards

- Check with Haydn, Hari and Anna if they have had a handover
- Give everyone direct access to the committee OneDrive
- Accept the offer of additional sessions in replacement of blank boss for Term 3
- Talk to Ash and Maggie about coaching days during Term 3
- Send Ellie a link with the detail for LAOFAC
- Work with Ellie to create a "How to Guide" for attending BUCS Outdoors
- Work with Ellie to add BUTTS Champs to the website once details are confirmed

Chair's report

- Start Outdoor sessions earlier next year
 - Voting on March 20th start date, Sat/Wed/Thurs outdoors, Mon/Tues indoors. Vote passed unanimously.
- Replacement for Facebook (after budgeting)
 - Next meeting

Actions ongoing

- Continue working with Kath to find a permanent solution for Blank Boss next year (looking into the college if Martin Hall is not an option)
- Attend the coaches meeting
- Sort out a time with Maggie and Ellie to discuss the ranking order of those interested in attending BUCS Outdoors **URGENT**
- Train the novice committee members on how to run an outdoor session (and maybe indoor sessions) - Adam
- Arrange with the tennis centre having access at 9am on the 28th May to get the targets out for Ex vs Current

Secretary – Haydn Lloyd

Actions brought forwards

- Talk to Ben about updating the mailing list
- Talk to Ben about updating the website with session times and supervisors – Week in advance
- Attend the coaches meeting to write minutes

Secretary's report

- None

Actions ongoing

- None

Treasurer – Rebecca Mears

Actions brought forwards

- After the training day create a how to guide on how to use Expense365
- Arrange to pay Ash for the additional £25 per session attended during the beginner course
- Meet at the cupboard at 3pm on Tuesday 3rd May to try and rearrange it so that more targets fit in
- Add Martin to “Loughborough Students Archery Club” Facebook page

Treasurer's report

- Budget Decisions
 - Ash and Maggie asked for pay increase, discussion of AU pay scheme? No opposition to pay increase
 - Preliminary vote held
 - Pay for level 2 coaches (£/h), forced to follow AU scheme? Student coaches will not be paid (AU rules)
 - Buy new damage per year, avoid damage panic. Trying to reach 8 total, bought 4 with grant money
 - Buying one a year for maintenance – No opposition
 - Continuing with bow deposits? Less hassle but can put off people for £40 upfront.
 - Vote being held for future – no opposition to bow deposits
 - Grant funding – Applying for next year,
 - Storage space (container on the grass)
 - Budgeting 2 level 1 coaches per year, CVA helping (if 2 years left on course)
 - Membership fee will increase, unknown small rise (£~10pp)
 - Vote held –
 - In favor:
 - Not in favor:
 - Vote abstained in favor of waiting on budgeting
 - Storage solutions
 - Container (mentioned in grants)
 - BUCS Outdoors
 - Working out if need budgeting, who pays for hotels, subsidies etc.
 - AU subsidies £17pp per night, rooms were £33pp after subsidies
 - How much do we need to subsidize for this?
 - Options
 - Everyone fully covered up to max £10-20 each - 11 votes
 - Cover fully - 1 votes
 - Cover only for BUCS point potential, and none/partial for else (decided by chair, coaches etc) - 0 votes
 - No Cover - 0 votes
 - Vote held – Decision is for first option
 - Intermediate kit budgeting
 - Alternative bow styles
 - More compounds and longbows?
 - Wait for outcome of survey
 - Driver budgeting
 - Consider minibus for transport in addition to drivers
 - Poll on future drivers
 - Fee differences

- £10 admin fee plus BUCS fee for novice, bringing up to exp membership (reduced start cost, but same price once completing beginners course, no refunds)
- No opposition

Actions ongoing

- BUTTS Field mileage
- Create a new spreadsheet to monitor who has and hasn't been paid by the AU to keep track of who is still owed money
- Talk to Andrew about how alumni can claim for mileage
- Talk to the AU again about car registration
- Follow up the email about the £3000 from the private account
- Enquire with Archery Legends about the unused sessions from March 2020

Development Officer – Hari Patel

Actions brought forwards

Ffion:

- Assist Ben with the outdoor competition seminar

Development Officer's report

- Survey questions for club members for Development plan
 - Come up with questions as committee, Ffion has one to share.
 - Suggestions:
 - What was most useful for personal development?
 - Alternate bow style availability?
 - Increased media presence?
 - Preferred social media, specifically IG? (moving away from FB)

Actions ongoing

- Draft Survey
- Work with Ben and Ffion on the potential of having Summer PP sessions

Ffion:

- Work with Ben and Hari on the potential of having Summer PP sessions
- Organize a coaches meeting for the end of May - next month
- Continue working with the estates team to sort out the distance marker

Team Captain – Ellie Noble

Actions brought forwards

- Work with Ben to create a "How to Guide" for attending BUCS Outdoors – 95% Done

Team Captain's report

- Document of AGB numbers 2021-2022
 - Haydn is in process of accessing Sport80 account

Actions ongoing

- Finish guide
- Sort out a time with Maggie and Ben to discuss the ranking order of those interested in attending BUCS Outdoors – 23rd

Equipment Officer – Chris Cooper

Actions brought forwards

- Continue with the "Equipment Purchasing" spreadsheet - Add some instructions on how to use it

Equipment Officer's report

- Purchasable:
 - Rope – Being delivered
 - Faces – Becky is doing
 - Pegs for target legs – get branded ones for outdoors (world of camping, go-outdoors?)

Actions ongoing

- Continue working on the inventory audit - Sort out a work party once you know your shift timings
- Check list of loaned equipment with inventory list once the audit has been completed
- Check the cupboard for 122cm target faces for Ex vs Current - Buy more if there are not enough – for friday
- Continue with the plan to attach the broken arrow tube and unsure tube to the arrow box
- Investigate QR codes for the google form
 - Keeping track of inventory equipment, broken, lost, etc.
 - Placing link on page – testing
 - QR code stickers to put in cupboard, arrow box etc. Useful locations.

Tournaments and Records Officer – Martin Wrighton

Actions brought forwards

- Post in the "Loughborough Students Archery Club" Facebook page about who would like to attend - Post to include
 - Arriving from 9am to help set the range up
- Those shooting need to have membership with an archery governing body
- Up to 48 spaces on a first come first served basis, get them to comment what bows tyle they are
- Ask for helpers – Ellie, Heidi, Laura May, Lottie
- Ask for interest in a social after the competition
- Sort out helpers for during Ex vs Current

Tournaments and Records Officer's report

- Ex vs Current details
 - Bake sale - Charity based (Anna)
 - Welly Wanging? - No
 - Medals are sorted, logo is yet to be replaced (Sticker design, Loughborough Sport / Archery)
 - Screenshot from website (SU in date, LboroArchery site is out of date)

Actions ongoing

- Make helpers group
- Target list ASAP – compounds must be range B, one current exp per boss
- Go through the records on the lboro archery website and record all records broken since April 2021 – Katie and Becky
- Create certificates for these records

Social Secretary – Katie Axup

Actions brought forwards

- Look into potential locations for the Ex vs Current social and provisionally book somewhere – Noodle bar

Social Secretary's report

- Social ideas
 - Beacon Hill walk
 - Not much due to exams
- Ex vs Current Social
 - Noodle Bar
- End of year meal
 - Working on it

Actions ongoing

- Continue to come up with social ideas
- Look into options for an end of term meal

Welfare Officer – Anna Symanowski

Actions brought forwards

- None

Welfare's report

- None

Actions ongoing

- Talk to Chis M about the charity money to see if it has been sorted yet – two lots to drop off

Media – Lucy Hubbert

Actions brought forwards

- None

Media's report

- Committee “who are we”
 - Updated
- Confirming 3Ds coming out Tue, Wed, Thurs after BUCS
 - Ongoing
 - Post about BUTTS Field results
- Advertising for next year on Instagram
 - Advertising for new members – more frequently
- Sports bazaar QR code
 - Digital version
- Beginners booklet
 - Updating – getting Jordanna to send last years

Actions ongoing

- Design a certificate for novices who have completed the beginner course - Summer
- Plan the “Give it a go” 3D target session for after BUCS Outdoors (11th/12th June)

Novice Representatives – Adam Pugh and Charlotte Martin

Actions brought forwards

- None

Novice Rep's report

- None

Actions ongoing

- None

AOB

Actions brought forwards

- None

Items brought up

- None

Actions ongoing

- Think of other ways to organize the club rather than Facebook
- Send over any ideas for next year's budget to Becky

Session Rota

Date	Session Taker	Location	Notes
Tuesday 17 th May 4– 8pm	Katie	Tower's Pitch	Ben training Adam after 6
Wednesday 18 th May 4-8pm	Ellie	Tower's Pitch	
Thursday 19 th May 4-8pm	Lucy	Tower's Pitch	
Saturday 21 st May 12-4pm	TBC	Tower's Pitch	BUTTS Champs
Tuesday 24 th May 4– 8pm	Becky	Tower's Pitch	
Wednesday 25 th May 4-8pm	Martin	Tower's Pitch	
Thursday 26 th May 4-8pm	Hari	Tower's Pitch	
Saturday 28 th May 12-4pm	N/A	Tower's Pitch	Ex vs Current