

# LSAC Committee Minutes

Date | 30/05/2022 | Location Online

<b>Meeting called by</b>	Ben Evans	<b>Apologies</b>	<b>Absent</b>
<b>Type of meeting</b>	Committee Meeting	Chris Cooper	
<b>Note taker</b>	Haydn Lloyd	Adam James Pugh	
		Lucy Hubbert	

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## Main Business

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### Chair – Ben Evans

#### Actions brought forwards

- 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) - ongoing
- Attend the coaches meeting – organized next week
- Sort out a time with Maggie and Ellie to discuss the ranking order of those interested in attending BUCS Outdoors **URGENT - done**
- Train the novice committee members on how to run an outdoor session (and maybe indoor sessions) – Adam - done
- Arrange with the tennis centre having access at 9am on the 28th May to get the targets out for Ex vs Current - done

#### Chair's report

- Talk to Kath about earlier outdoors next year
  - 2 weeks before easter? (24<sup>th</sup> March Easter)
  - 3 in, 2 out per week?
- Talk to Kath about sessions summer.

#### 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

### Secretary – Haydn Lloyd

#### Actions brought forwards

- None

#### Secretary's report

- None

#### Actions ongoing

- Attend coaches meeting

### Treasurer – Rebecca Mears

#### Actions brought forwards

- BUTTS Field mileage – done
- 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 – ongoing after exams

- Talk to Andrew about how alumni can claim for mileage - ongoing
- Talk to the AU again about car registration – ongoing (no issue)
- Follow up the email about the £3000 from the private account - ongoing
- Enquire with Archery Legends about the unused sessions from March 2020 – ongoing after exams

#### *Treasurer's report*

- Look into alternate bow style costs
- Signs for distance on fence
  - Disregarded
- Returning Beginner kit

#### *Actions ongoing*

- BUTTS Champs 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 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*

- Draft Survey – 8 responses, ongoing
- Work with Ben and Ffion on the potential of having Summer PP sessions - abandoned  
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

#### *Development Officer's report*

- Development Plan (ties into survey)
  - Find people more proactive in coaching
  - PP stuff
  - Short and long-term goals? As club or committee, inform Hari.
    - i.e. Storage container, steps needed to achieve, end date, responsibility, cost?
    - Refer to Development Plan on OneDrive.
- Survey Results
  - 50% novice, 1 alumnus, 2 experienced
  - All enjoyed 6-7
  - Enjoyment matched expected
  - Divide between novice and experienced?
  - All sessions successful
  - More coaching? Regular sessions, 1 to 1 time.
    - Barrier to coaching? Personal engagement.
  - Attendance 4-7, outside commitments, exams, coursework etc.
    - Session timings?
  - Bow style – half acceptable, 3 unsure, 1 no.
    - More chances to try bow styles later in year?
    - Scheduled have a goes? 1 per month or so? Tie into themed sessions?
      - Saturdays be themed days?
  - Social media –
    - Facebook, IG, WhatsApp.
    - TikTok, Twitter is 50/50
    - Snapchat 7 yes, 1 no
    - Discord 5 yes, 2 no, 1 willing

- Email often + frequently
- Media Cover for Lucy (To write in Media Section)

#### *Actions ongoing*

- Draft Survey

### **Team Captain – Ellie Noble**

#### *Actions brought forwards*

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

#### *Team Captain's report*

- BUCS Hotels
  - 3 per room, room arrangements sorted – picture in committee chat
  - Sort out drivers (Ben sorted most it out)
  - Possibility of cancelling a room?
- BUCS entries, Lewys and Martin entries missing? Contact Andrew.

#### *Actions ongoing*

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### **Equipment Officer – Chris Cooper**

#### *Actions brought forwards*

- 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

#### *Equipment Officer's report*

- None

#### *Actions ongoing*

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### **Tournaments and Records Officer – Martin Wrighton**

#### *Actions brought forwards*

- Make helpers group - done
- Target list ASAP – compounds must be range B, one current exp per boss - done
- Go through the records on the Iboro archery website and record all records broken since April 2021 – Katie and Becky – ongoing (New Ex vs Current)
- Create certificates for these records

#### *Tournaments and Records Officer's report*

- Make next Ex vs Current doc as useful as possible

#### *Actions ongoing*

- Go through the records on the lboro archery website and record all records broken since April 2021 – Katie and Becky + New Ex vs Current - Create certificates for these records

### **Social Secretary – Katie Axup**

#### *Actions brought forwards*

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

#### *Social Secretary's report*

- End of year meal
  - Dates: 18<sup>th</sup>, 22<sup>nd</sup>, 25<sup>th</sup> June
  - Poll or comment on FaceBook
  - Informal Awards? Voting?
  - Venue: Toby Carvery if free, 2<sup>nd</sup> Pub, last resort, Basin/Noodles.
- LSAC Ball
  - Looking into venue, after exams
  - Looking for recommendations
    - Town hall? Costly.
    - Link Hotel
    - Burleigh Court
    - Stadium
  - Expected under 100 participants
- Socials
  - Laser Quest after exams?
    - Possibly 25<sup>th</sup> if not meal.
    - Check members are still in Loughborough
    - Max. 24 in venue.
    - At max £6.26 pp

#### *Actions ongoing*

- Continue to come up with social ideas

### **Welfare Officer – Anna Symanowski**

#### *Actions brought forwards*

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

#### *Welfare's report*

- Made £23.80 at cake sale during Ex vs Current
  - Talking with charity
  - Possible T-Shirts for future events

#### *Actions ongoing*

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

### **Media – Lucy Hubbert**

#### *Actions brought forwards*

- 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) - cancelled

#### *Media's report*

- Instagram (Covered by Hari)
  - Introduce private IG (like Facebook)

- For notices, surveys, events
- In addition, with FB for now
- Beginning of year Media goes through and manages accounts
  - Add novices after beginners' course
- Engagement has been very high recently, over expected
- 3D have a go, Cancelled
- Fun session with 2d targets? (After BUCS & exams)
- Label machine for arrows
  - Buy reels and borrow Laura's

#### *Actions ongoing*

- Design a certificate for novices who have completed the beginner course - Summer

#### **Novice Representatives – Adam Pugh and Charlotte Martin**

#### *Actions brought forwards*

- None

#### *Novice Rep's report*

- None

#### *Actions ongoing*

- None

#### **AOB**

#### *Actions brought forwards*

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

#### *Items brought up*

- Replacement of Facebook
  - Three Options
    - Notifications that actually work, i.e. not sorted by importance. Push Notifications.
    - Move away from social media? Inclusive to not be linked, i.e. mental health concerns.
    - Calendar linked to club.
  - Frequency of checking platform is important
  - Instagram? But not designed for this method, would require active checking.
    - Would require work from Lucy
  - List of what we want, find something matching criteria.
    - Ability to make polls
    - Group posts
    - Pushed notifications
    - (want) Question Space
    - Events (like Facebook)
    - AU Media requirements? (unsure, should be none as long as private)
    - Direct Messages
  - Needs approval of club members
  - Inquire into other clubs' methods?
  - Weekly emails?
    - Memes, quotes, fun stuff to increase engagement
    - Riddles?
    - Facts about committee members
    - Opt out possibility

### Actions ongoing

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

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### Session Rota

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Date	Session Taker	Location	Notes
Tuesday 31 <sup>st</sup> May 4– 8pm	Rebecca	Tower's Pitch	
Wednesday 1 <sup>st</sup> June 4-8pm	Ellie	Tower's Pitch	
Thursday 2 <sup>nd</sup> June 4-8pm	N/A	Tower's Pitch	Cancelled
Saturday 4 <sup>th</sup> June 12-4pm	Ben	Tower's Pitch	
Tuesday 7 <sup>th</sup> June 4– 8pm	Haydn	Tower's Pitch	
Wednesday 8 <sup>th</sup> June 4-8pm	Rebecca	Tower's Pitch	
Thursday 9 <sup>th</sup> June 4-8pm	Ben	Tower's Pitch	
Saturday 11 <sup>th</sup> June 12-4pm	N/A	Tower's Pitch	BUCS Outdoors
Tuesday 14 <sup>th</sup> June 4-8pm	Katie	Tower's Pitch	
Wednesday 15 <sup>th</sup> June 4-8pm	Hari	Tower's Pitch	
Thursday 16 <sup>th</sup> June 4-8pm	Rebecca	Tower's Pitch	
Saturday 18 <sup>th</sup> June 12-4pm	Ben	Tower's Pitch	
Tuesday 21 <sup>st</sup> June 4-8pm	Ellie	Tower's Pitch	
Wednesday 22 <sup>nd</sup> June 4-8pm	Martin	Tower's Pitch	
Thursday 23 <sup>rd</sup> June 4-8pm	Rebecca	Tower's Pitch	
Saturday 25 <sup>th</sup> June 12-4pm	TBC	Tower's Pitch	