

LSAC Committee Agenda

Date | 15/09/2023 | Location | Online

Meeting called by	Katie Axup	Apologies	Absent
Type of meeting	Committee Meeting	Lucy	Patrick
Note taker	Ellie Noble		

Main Business

Chair – Katie Axup

Actions brought forwards

- **Sports Bazaar**
 - Committee helpers for Sports Bazaar
 - Plans for Sports Bazaar – setting requirements as suggested by Maggie
- **Committee helpers for taster session**
- **Beginner's Course**
 - Committee helpers for Beginner's Course
 - Changing numbers
 - Ask coaches about booking system after beginner's course
- **Role plans of action / year plan**
- **Coaches returning**
 - Budgeting
 - Help at big competitions
- **County Meeting**
- **Start of year communications**

Chair's report

- **Sports Bazaar**
 - Based on previous year's timings 6 hours, two people on stand at a time
 - Lily, Lael, Katie, Kate
 - Message rest of club asking for volunteers
 - Push for competitors
 - Push that memberships are limited and will sell out
 - Less photos more information – expectations / FAQ / Key dates / Socials
 - Bows to display – compound and recurve?
 - Show an intermediate bow
 - Only bows of people present
- **Taster Session**
 - Kieran, Florence and Katie (& non committee coaches) coaching
 - Lily, Lael answering questions / milling
 - Ellie running line
 - Message rest of club and coaches asking for volunteers
 - Remove tennis net, mark areas for lines using tape and tennis markers
- **Beginner's Course**
 - Increase committee presence at beginner's course (outside of coaches)
 - Introduce committee members during course – meet the committee.
 - Possibly second session – October 11th
 - Reference coaches meeting minutes for full schedule

- Ellie / Lily? managing line
- **Role plans of action**
 - Future plans should be put onto the OneDrive to be viewed by the rest of the committee
- **Coaches Returning**
 - Doubling up Maggie's time – coach before / after coaches meeting to save transport
 - Actually ask the coaches when they're willing to return to coaching and what they're willing to do
 - Laura willing to coach at big competitions but would need payment
 - Discuss more with Laura
 - Maggie returns before the beginner's course for two sessions and resume as normal afterwards
- **County Meeting**
 - L&R300 and potential frostbite during winter
 - LSAC info to be added to the county website
 - Photos for the county social media
 - Any competitions or events we host
- **Start of year communication**
 - How to join the club information published
 - Dates incorrect for the release of both experienced and novice membership
 - Katie contact AU to fix the release dates
 - Release experienced to the 20th September and novice from the 5th (to the 7th?)
- **Non-recurve Champs**
 - Funding for target faces for Non-recurve Champs
 - Time for two sessions and head to heads
 - Still in discussion

Actions ongoing

- Katie meeting with Jay Hawker
- Follow up with Charlotte about Non-recurve Champs
- Discuss Laura coaching at big competitions with Laura
- Contact AU to correct membership release dates
- Follow up with Toucan about our membership fee

Secretary – Ellie Noble

Actions brought forwards

- **AGB memberships**
- **Register taster sessions**
- **Toucan League and County Membership (maybe?)**

Secretary's report

- **AGB Memberships**
 - Created an invoice unnecessarily, cannot renew membership by card payment until invoice expires
 - Contact Sport80 to cancel invoice so membership can be renewed
 - Renew individuals memberships
- **Register Taster Sessions**
 - Katie follow up with Rebecca
- **Toucan League and County Membership**
 - Katie to follow up with Toucan League organisers
 - Contact county secretary about paying membership – secretary@lrcaa.org

Actions ongoing

- Contact Sport80 about cancelling invoice and get membership renewed
- Renew individual memberships
- Follow up with Rebecca about registering taster sessions and register taster sessions
- Toucan and county memberships

Treasurer – Kate Watson

Actions brought forwards

- **Progress on end of year spending**
- **Figures for membership and private account**
 - Decision about purchasing Longbow as initial payment was declined

Treasurer's report

- **Progress on end of year spending**
 - Clickers delivery and signs received, assembled danages but not stand.
 - Merlins' ordered not received
 - Need equipment for beginner's course
 - Katie going to collect / ask Tom to get sent to Merlins'
 - Shelving has arrived and been set up
- **Figures for membership and private account**
 - Membership is empty after end of year | private ~6000
 - Club could pay for Florence and Kieran to complete online coaching training sessions as these are only held at set time, allowing them to start practical as soon as possible. Get CVA to reimburse afterwards.
 - Use beginner's course as real life experience for qualification
 - £250 – £300 per person (max 600)
 - Nobody disagrees with notion
 - Katie follow up with Adrian for longbow purchase
 - About £400 including shipping
 - Come out of membership account once memberships purchased

Actions ongoing

- Add handover document to OneDrive

Team Captain – Kieran Curson

Actions brought forwards

- **Club coaching funds**
 - new level one / level two coach
- **County champs**
- **Jay Hawker's Proposition**

Team Captain's report

- **Club coaching funds**
 - See treasurer's report
- **County Champs**
 - Entries all sent and paid for
- **Jay Hawker's Proposition**
 - Tennis centre wants cupboard back, have offered us a container of 2x4m on the Tower's pitch as an alternative.
 - Size of container is far too small (about half of the cupboard – cupboard 4x3.6x2.6)
 - Door size must be 1.8x2.1m to accommodate trolley

- Container must be insulated and safe from the elements to protect equipment
 - No damp / damaging weather
- Most university year is indoors, long walk and potentially dangerous in the dark / wet / icy
 - Remove a section of hedge to create path
 - Lighting to make walk safer
- Container and a smaller portion of the cupboard / two separate containers
 - One containing damages (Towers pitch) other containing equipment (cupboard / nearby)

Actions ongoing

- Research AU nutrition, physio and fitness program and bring to coaches
- Meet with CVA about funding coaching for Florence and Kieran

Equipment Officer – Florence Levitt

Actions brought forwards

- **None**

Equipment Officer's report

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Actions ongoing

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Tournaments and Records Officer – Lily Green

Actions brought forwards

- **Badge System**
- **Practice competitions**
- **AU nutrition, physio and fitness program**
- **Summer rankings**

Tournaments and Records Officer's report

- **AU nutrition, physio and fitness program**
 - Under CVA coaching nutrition, physio and fitness sessions are offered to members
 - Physio slots are offered with coach approval after request by the archer
 - Mention to coaches at meeting
 - Potentially publicise to rest of club (add to booklet?)
- **Badge system**
 - Retain novice interest beyond beginner's course
 - 252 scheme from AGB
 - Incentive to compete (BUTTS badges)
- **Summer Rankings**
 - Contacted archers who have scores that can be entered
 - Some entries received
 - All rounds with at least 72 arrows
- **Practice competitions**
 - Internal competitions to encourage novices and allow them to gain experience
 - Bi-weekly on Saturday
 - Collaboration with Kieran

Actions ongoing

- Research foxes awards for the county
- Follow up with potential summer ranking entrants

Social Secretary – Lael Gilliver

Actions brought forwards

- **Welcome socials**
- **Returner socials**
- **Tour**

Social Secretary's report

- **Socials**
 - Socials planned but need to be risk assessment-ed, booked and advertised etc.
 - Full list available on OneDrive
- **Tour**
 - Brainstorming ideas for different tours

Actions ongoing

- List of socials for the year to be displayed at the Sports Bazaar
- Bookings made in time for socials
- Risk assessments
- Brainstorm ideas for tours

Welfare Officer – Patrick Phelan

Actions brought forwards

- **Katie hand over money**

Welfare's report

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Actions ongoing

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Media – Lucy Hubbert

Actions brought forwards

- **Beginner's booklet**
- **Q&A shoot (FAQ?) for Sports Bazaar**
- **Survey**
- **Calendar**
- **Reminders about something (she forgot)**

Media's report

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Actions ongoing

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