

# LSAC Committee Minutes

Date: 20/05/2024 | Location: Online

<b>Meeting called by</b>	Katie Axup	<b>Apologies</b>
<b>Type of meeting</b>	Committee Meeting	Florence
<b>Note taker</b>	Stephanie Dennison	Lily
		Lael

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## Main Business

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### Chair – Katie Axup

#### Actions brought forwards

- **Handover**
- **Removing of people from coaches chat**
- **Kat at BUCs costs**
- **Help for Sikh Games (kit and potentially coaches)**
- **Ideas for end of year meal?**
- **Email**

#### Chair's report

- **Handover**
  - Do handovers if possible.
  - Contact Katie if you need help.
  - Lucy putting handovers into sections for each committee member from Media.
  - Any documents please put them onto the OneDrive.
- **Removing of people from coaches chat**
  - Secretary and ex-coaches to be removed from coach chat.
- **Kat at BUCs costs**
  - Committee have voted to cover full travel and hotel cost.
- **Email**
  - Email has been sent with updates on expenditures.
  - 7 membership costs not added to the account.
  - Enquire about unaccounted for expenditures. Coach hire cost may not be the clubs.
  - Pay Clicker's invoice out of the private account. This will leave a sufficient amount in the private account.
  - After expenditures, the club should have a reasonable amount in the membership account.
  - Potential to cancel some BUCS Outdoor rooms, saving the club money.
  - Committee has decided to charge a flat rate of £25 for both nights for Outdoor BUCS.
- **Help for Sikh Games (kit and potentially coaches)**
  - 16-18<sup>th</sup> of August at Loughborough University enquiring about archery.
  - Enquiring to use the court and club equipment for a fee.
  - Providing club coaches to help. This would be voluntary, and Maggie would be asking as CCO.
  - The range should be paid for by the people running the event. Money for upkeep of equipment.

- Committee voted to allow this on the basis that we are allowed to charge a fee for the use of equipment.
- **Ideas for end of year meal?**
  - Should be around mid-June.
  - Location to be confirmed.
  - Let Katie know if any club members have any ideas.

*Actions ongoing*

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### **Secretary – Ellie Noble / Stephanie Dennison**

*Actions brought forwards*

- **TOUCAN Fees**

*Secretary's report*

- **TOUCAN Fees**
  - Still trying to get AU to process invoice.
  - Emailed AU and have had no response so far.
  - Will chase up.

*Actions ongoing*

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### **Treasurer – Derin Thompson**

*Actions brought forwards*

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*Treasurer's report*

- *Nothing to report.*

*Actions ongoing*

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### **Team Captain – Kieran Curson / Anna David**

*Actions brought forwards*

- **BUCS Outdoors**

*Team Captain's report*

- **BUCS Outdoors**
  - Deadline is tomorrow (21<sup>st</sup> of May) is the deadline for BUCS outdoors.
  - Please enter yourself.

*Actions ongoing*

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### **Equipment Officer – Florence Levitt**

*Actions brought forwards*

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*Equipment Officer's report*

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*Actions ongoing*

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### **Tournaments and Records Officer – Lily Green**

*Actions brought forwards*

- **Ex-vs-Current**

*Tournaments and Records Officer's report*

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*Actions ongoing*

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### **Social Secretary – Lael Gilliver**

*Actions brought forwards*

- **Ex-vs-Current**

*Social Secretary's report*

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*Actions ongoing*

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### **Welfare Officer – Lily Green / Jess Cheung**

*Actions brought forwards*

- **Ex-vs-Current Charity**

*Welfare's report*

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*Actions ongoing*

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### **Media – Lucy Hubbert**

*Actions brought forwards*

- **Newsletter**

*Media's report*

- **Newsletter**

- To be posted out tonight or tomorrow.

- Everything is updated on the website.
- Send details of events for the end of year socials.

*Actions ongoing*

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## **Novice Representatives –Stephanie Dennison**

*Actions brought forwards*

- **Club Audit**

*Novice Rep's report*

- **Club Audit**
  - Sent out post about Club Audit.
  - Currently there are 13 responses.
  - Call out at a session.

*Actions ongoing*

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## **Any Other Business**

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