

LSAC Committee Minutes

Date: 12/02/2025 | Location: In-Person

Meeting called by	Katie Axup	Apologies
Type of meeting	Committee Meeting	Shariah
Note taker	Stephanie Dennison	Florence
		Absent

Main Business

Chair – Katie Axup

Actions brought forwards

- **AGM**
- **TOUCAN Champs**
- **Elections**
- **Handover**

Chair's report

- **AGM**
 - AGM will occur on the 3rd of March.
 - Voting in new constitution changes and voting for committee roles will occur.
- **TOUCAN Champs**
 - Still looking for places to hold TOUCAN Ball
 - Will continue to work on this.
- **Elections**
 - Nominate yourself for a position between 14-28th of February.
 - Voting occurring between the 3rd and the 5th of March.
 - We are not running the role of Development Officer. Please do not nominate yourself for this role.
- **Handover/transitions**
 - Sort out handovers/transitions before elections.

Actions ongoing

- *Handovers*
- *Sorting out TOUCAN Champs*

Secretary – Stephanie Dennison

Actions brought forwards

- **Club Constitution**
- **County Fees Invoice**
- **Coaches Study Enquiry**

Secretary's report

- **Club Constitution**
 - AU have accepted the proposed constitution.
 - Will be voted on in the AGM on the 3rd of March.
- **County Fees Invoice**

- Received a county invoice from LRCAA
- The invoice did not fit AU requirements.
- Have enquired about getting another invoice. The LRCAA Treasurer has agreed to send an updated invoice.
- An updated invoice has not been sent to the club.
- Will continue to email LRCAA Treasurer
- **Coaches Study Enquiry**
 - Will propose the study to the coaches.

Actions ongoing

- *Continuing to email about county invoice.*
- *Send out post about AGM.*

Treasurer – Derin Thompson

Actions brought forwards

- **Spend summary**
- **Retention post**
- **Budget setting**

Treasurer's report

- **Spend summary**
 - During meeting with AU, discrepancy was found on spending summary.
 - AGB and TOUCAN fees were discrepant with the summary. However, this is accounted for.
- **Retention post**
 - To get an idea of budget for next year, will put out a post to get approximate club numbers and income for next year.
- **Budget setting**
 - Attended a budget training seminar with AU.
 - AU have asked to forecast spending for next year (approximating when spends will occur).
 - Money for the damages the club did not receive has been placed into the club accounts.
 - The club currently has three accounts: the membership account, the social account, and the LSU Savings Account.
 - Budget meeting is the 9th of March. Chair and treasurer will work on budget and then present to the committee.

Actions ongoing

- *Work on the budget.*
- *Enquiry of cancelled weekend sessions.*

Team Captain – Hari Patel

Actions brought forwards

-

Team Captain's report

- *Nothing to report*

Actions ongoing

-

Equipment Officer – Florence Levitt

Actions brought forwards

- **Disposal of used damage blocks**
- **Clickers order from last year**
- **Cancelled weekend session enquiry**

Equipment Officer's report

- **Disposal of used damage blocks**
 - Equipment officer asked reception to remove the used damages.
 - Will email relevant individuals for removal of damages.
- **Clickers order from last year**
 - Has resent the order for the damage, a frame and target pins.
 - A new invoice from Clickers should come through soon.
 - Therefore, money from last year can be spent.
- **Cancelled weekend session enquiry**
 - Multiple sessions have been cancelled over the past couple of weeks.
 - Will ask for more information about when sessions will be cancelled.

Actions ongoing

- *Email for disposal of used damages.*

Tournaments and Records Officer – Lily Green

Actions brought forwards

- **E-League and LRN300**
- **TOUCAN Champs**

Tournaments and Records Officer's report

- **E-League and LRN300**
 - Both are up to date.
- **TOUCAN Champs**
 - Started preparations for organising Champs.
 - Will message for more damages for Champs.
 - Will need to put out for helpers on the Discord. Possibilities of getting helpers from other universities.

Actions ongoing

- *Prepare for TOUCAN Champs.*

Social Secretary – Shil Patel

Actions brought forwards

- **Nottingham Joint Social**

Social Secretary's report

- **Nottingham Joint Social**
 - Nottingham reached out about a joint social around BUCS.
 - Will be rescheduled for March and possibility of occurring after TOUCAN Champs.
 - Proposal for TOUCAN Champs results to occur at the social.
 - Will message Nottingham.

Actions ongoing

- *Will continue to plan joint social.*

Welfare Officer – Jess Cheung

Actions brought forwards

- **Morale Watch**
- **Charity activities**
- **International Women's Day**

Welfare's report

- **Morale Watch**
 - The AU would like the club to circulate a form about morale in the club.
 - Due on the 7th of March.
 - Will post on the Discord when complete.
- **Charity activities**
 - Sales in the AU for LGBTQ+ between the 17th and the 21st of March in the LSU.
 - There will be International Women's Day activities in the AU.
 - Will promote on the Discord.
- **International Women's Day (8th of March)**
 - Proposal for a themed session.
 - Social media posts planned.

Actions ongoing

- *Working on the Morale Watch*
- *Will post about charity activities*
- *International Women's Day session planning*

Media – Lucy Hubbert

Actions brought forwards

- **Asking AU disability coordinator about help with rooms for BUCS**
- **AU sporting spotlight for BUCS finals**

Media's report

- **Asking AU disability coordinator about help with rooms for BUCS**
 - AU have asked for the club to sort out rooms for BUCS.
 - Will ask the AU if there is any support to provide anyone with accessible/individual rooms for any reason.
- **AU sporting spotlight for BUCS finals**
 - The AU have been posting sporting highlights about BUCS.
 - Will contact AU Media to see if we can have a sporting highlight for either BUCS Finals or BUCS outdoors.

Actions ongoing

- *Emailing AU for rooms (BUCS) and sporting highlights*

Development Officer – Kieran Curson

Actions brought forwards

- **Development meeting updates**
- **Coaching plan**
- **Seminars**
- **Future coaches training**

Development Officer's report

- **Development meeting updates**
 - Attended a development meeting with AU.
 - The club have been praised for our development and have been told to nominate ourselves for club development for awards.
 - AU is looking into pilates and yoga for the club.
 - Enquired about physio. AU is looking at this and will provide us with a price by the end of this budget cycle.
 - Alumni can be an advisory on committee.
 - Coaches have been sorted for BUCS.
- **Coaching plan**
 - The club are back to the coaching rota (Tuesday/Wednesday)
- **Seminars**
 - The AU seminars went well and had good social media content.
 - Feedback forms will be sent out.
 - Club have one seminar slot for later in the month. Will be a BUCS Finals mental game seminar.
- **Future coaches training**
 - Club will put out a questionnaire to look for interest in becoming a new coach.
 - Club will aim to train 3 level 1 coaches this year. Will be decided alongside this year's budget.

Actions ongoing

- Put out form looking for interest in becoming a coach
- Continue planning seminar for end of month

Novice Representatives – Tolu Popoola and Shariah Ali

Actions brought forwards

- **Novice update**

Novice Rep's report

- **Novice update**
 - Novices are overall good, and novice representatives will continue to check in.

Actions ongoing

- Continue checking in on novices.

Any Other Business

- **Next Committee Meeting Date**
 - 26th of February 2025 at 18:30pm.
- **Disability role within committee**
 - Proposal that disability responsibilities should go towards the Welfare committee position.
 - Committee has decided that this responsibility will be added to the Welfare committee position.