

LSAC Committee Minutes

Date: [03/10/2025] | Location: online

Meeting called by Kieran Curson

Type of meeting Committee Meeting

Note taker Derin Thompson

Apologies

Kaela Galliford

Conor Nolan

Main Business

Chair – Kieran Curson

Actions brought forwards

- **Tasters**
- **Beginners course**
- **Membership updates**
- **Bow set up and sizing**
- **Risk assessment**
- **Development plan**

Chair's report

- **Tasters**
 - Tasters went pretty well with approx. 78 beginners course applications
 - Thanks to everyone that helped out
- **Beginners course**
 - Begins on Monday the 6th
 - Seminar at 6:30pm at the hockey pavilion before the session
 - Committee attendance is expected
- **Membership updates**
 - We currently have 23 confirmed novices with a further 4 expected on Monday
 - Open novice positions will be reallocated.
 - Memberships close on the 31st, please purchase membership prior to that date
 - A good amount of new experienced have joined
- **Bow set up and sizing**
 - 5-6pm Saturday and Sunday 11-12 am, we will be sizing up beginners for kit.
 - Please attend if you can to help out.
- **Risk assessment**
 - Risk assessment has been updated and sent back to the AU.
- **Development plan**
 - Delayed due to beginners course administration.
 - Team captain has been asked to help
 - Deadline 12th October
- **AGM**
 - 3rd of November 2025

Actions ongoing

- **Beginners course**
 - Will put out info in the discord channel for helpers
- **Development plan**
 - Will be completed and returned to the AU.

Secretary – Derin Thompson

Actions brought forwards

- **TOUCAN Fees**
- **Individual AGB Memberships**
- **End of year spend → start of year spend**

Secretary's report

- **TOUCAN Fees**
 - Tried to submit but need to change the billing information
 - Will be completed upon return
- **Individual AGB Memberships**
 - All previous club members that have purchased membership have had their AGB membership renewed.
 - Novices will be uploaded onto sport80, once all the slots are filled
 - Experienced archers have been sent a form to fill out to renew their AGB and get affiliated with the club
- **End of year spend → start of year spend**
 - Andrew will have a look over the document.

Actions ongoing

- **TOUCAN Fees**
 - Will submit the invoice on return.
- **Individual AGB Memberships**
 - Will upload novice memberships once novices have been confirmed.

Treasurer – Josh Read

Actions brought forwards

- **Coaches pay increase**
- **Treasurer Training**

Treasurer's report

- **Coaches pay increase**
 - Andrew has been notified of the necessary changes and we have been advised to wait until after memberships are bought to reorganise the budget.
- **Treasurer training**
 - Social secretary will be able to liaise with treasurer to help with financial aspects of socials

Actions ongoing

- Nothing to report

Team Captain – Conor Nolan

Actions brought forwards

- **Preliminary BUCS dates and BUCS hotels**
- **Parasports impact report**
- **TOUCAN Leg 1**

Team Captain's report

- **Preliminary BUCS dates and BUCS hotels**

- Would like to contact the AU to organise hotel options
- **Parasports impact report**
 - Would like to use some of the grant funding kit and take pictures for the report.
- **TOUCAN leg 1**
 - Sorting out initial numbers for TOUCAN Leg 1.

Actions ongoing

- **Preliminary BUCS dates and BUCS hotels**
 - Contact the AU to organise hotel options
- **Parasports impact report**
 - Gather pictures for the report
- **TOUCAN Leg 1**
 - Organising initial details

Equipment Officer – Lucas Yau

Actions brought forwards

- *Nothing to Report*

Equipment Officer's report

- *Nothing to Report*

Actions ongoing

- *Nothing to Report*

Social Secretary – Daniel Leonard

Actions brought forwards

- **Freshers pub crawl**
- **Brunch social**
- **Halloween decorating**

Social Secretary's report

- **Freshers pub crawl**
 - Risk assessment has been completed
 - Date: 17th October 2025
 - Would like some volunteer sober helpers
 - Will make a form once novices have been confirmed
- **Brunch social**
 - Brunch social on the 26th October
 - Thinking about Centro lounge will look into booking
- **Halloween decorating**
 - Need a risk assessment 3 weeks prior and then book a room
 - 2 options: LSU room or someone's house
 - Look into an LSU room
 - Date: 30th/31st October
- **TOUR!!!**
 - 5-7 days
 - £300 -500 price range
 - £500 for abroad

Actions ongoing

- Submit risk assessment for pub crawl
- Brunch social booking

- Get a room for Halloween decorating

Tournaments and Records Officer – Jess Cheung

Actions brought forwards

- **Records**
- **TOUCAN Leg 1**

Tournaments and Records Officer's report

- **Records**
 - All records have been updated
- **TOUCAN Leg 1**
 - Create an entry form and decide on details closer to the date.

Actions ongoing

- **TOUCAN Leg 1**
 - Create an entry form and organise team details

Welfare Officer – Victoria Rickaby

Actions brought forwards

- **Halloween**
- **Movember**

Welfare's report

- **Halloween**
 - Provisionally 1st November
 - Would appreciate if people can bring some cardboard
- **Movember**
 - Fundraising event
 - Bake sale! Potentially at TOUCAN Leg 1
- **AGM**
 - Carbon jacked initiative for the climate cup
 - Need a lead representative and a social media representative by the 16th of October.

Actions ongoing

- *Nothing to Report*

Media – Kaela Galliford

Actions brought forwards

- *Nothing to Report*

Media's report

- *Nothing to Report*

Actions ongoing

- *Nothing to Report*

Novice Representatives – Toluwani Popoola/ Shariah Ali

Actions brought forwards

- *Nothing to Report*

Novice Rep's report

- *Nothing to Report*

Actions ongoing

- *Nothing to Report*

Any Other Business

Actions ongoing

- Next Committee Meeting: 14th of October 2025 at 7:00pm