

Cambridge University Bowmen Annual General Meeting 2018

Minutes taken by: Liam Pattinson

Tuesday 19th June, 2018

Attending

- Jack Atkinson
- Liam Pattinson
- Alex Guyon
- Ivana Yeow
- Eleanor Brug
- Zhengao Di
- Andrew Browne
- Shivam Sheth
- Lin Bowker-Lonnecker
- Fraser Waters
- Kimberley Callaghan

Apologies

- Robert Spencer
- Tak Ho
- Maryia Karpiyevich
- Nancy Chen
- Sam Kitson-Platt
- Yangci Liu
- Omar Sabbagh
- Heeseo Kwon
- Ellen Taylor-Bower
- Sarah Nolan
- Sarah Jessl

Agenda

- Welcome and apologies.
- Committee Reports:
 - Captain's Report.
 - Secretary's report.
 - Treasurer's report.
- Discussion and votes on updates to the constitution.
- Setting membership fees for the upcoming year.
- Election of a new committee.
- Any remaining business.

Minutes

Welcome & Apologies

The AGM started at 13:17 at the James Dyson Building within the Department of Engineering.

Captain's Report

Competitions

The club's experienced team lost Varsity to Oxford this year, though it was a close match with a score difference of only 14 points. Both BUCS Indoor and BUCS Outdoor were strongly attended and we achieved good results. However, due to a low turnout of experienced archers, the club's performance at the BUTTS league was somewhat disappointing.

Our novice team performed very well throughout the year, comfortably winning Varsity and performing well at the BUTTS league. They performed very well in the e-league, where they claimed 2nd place.

Internal

Last year, the club saw a great improvement in the quality of the beginners course, leading to a large number of beginners joining and continuing to shoot with us. These successes continued this year, helped along by the introduction of a general bow-loan scheme. Though beginners and novices were generally well cared for, a number of experienced archers that joined the club at the start of the year were observed to lose interest over time. It was suggested that the club should make more of an effort to help these archers to feel more welcomed on arrival.

Administration

Cambridge University Bowmen were previously funded under the Sports and Societies Syndicate, though are now instead affiliated with CU Sport. This required an overhaul of club administrative procedures, and included re-registration as a sports club, updates to the club's constitution, and declarations of any assets held, insurance details, and risk assessments.

Overview

Overall, this has been a great year for the club. We have built up a strong foundation, and are now in a good position to develop the club's competitive side.

Secretary's Report

The club currently consists of 97 members, of which 55 are male and 42 are female. 43 members are recent graduates of the beginners course, 10 are members of the novice squad, and 44 are experienced.

Archery GB updated their online services this year with the aim of streamlining any administration. However, their systems were not fully functional on

release, causing some issues at the start of the year. Thanks to recent bug-fixes, it appears that the systems are now working as intended.

Many club documents have now been moved online using Google cloud services. The intention has been to simplify committee handovers and reduce data leakages.

With the recent implementation of the General Data Protection Regulation (GDPR), the club has tightened up the ways in which it handles personal data. This will continue into the next year, as a new data protection policy is in the works and is expected to be released shortly.

Treasurer's Report

The club started the year with £3938.37 in its main account, and has finished with £6763.26. However, it should be noted that this includes £500 held as deposits for the bow-loan scheme and around £1000 of unpaid competition entry fees. This leaves a surplus of approximately £1300 for the new committee.

Total income consisted of around £7680 from the beginners course, membership fees etc. Travel subsidies cost the club around £1020.35 (not including BUCS Outdoor). The club also spent a total of £1186.67 on equipment maintenance and £2402.88 on new equipment.

An additional £722.44 is held in a specialised tournaments account, which may be merged with the main account in future.

A sports grant application was successfully submitted around the start of the Easter vacation, though very little notice was given for the deadline and it was almost missed. The new committee should therefore make a note of this in their calendar to ensure the next application is made in time.

The club has partially moved to online banking, though the treasurer only has the ability to view statements and balances. Online transactions are forbidden, and we are still required to pay via doubly-signed cheques.

Constitution Updates

Voting was held on the proposed constitution updates found in the document 'Motions to Change the Constitution of Cambridge University Bowmen', produced by Jack Atkinson on May 22nd, 2018. All motions were passed unanimously. A summary of these motions follows:

- Club disciplinary procedures were formalised in the constitution, outlining the procedures the committee must follow if they believe they must expel any member. It also explains the process of appealing any such decision.
- The deadline for committee nominations has now been set to two weeks before the AGM, in line with the release of the agenda. This motion also clarified rules for proxy and postal voting.
- Some committee roles are now formally available to non-students. This excludes the roles of Captain, Secretary and Treasurer.
- The need for a Welfare Officer is now listed in the constitution. It is required that they are not the Captain, Secretary or Treasurer, and that they should be chosen by the committee rather than elected.

- As a member of Cambridge University Sport, the club must hand over to them all assets on dissolution, after paying off any remaining debts.

Membership Fees

Membership fees were raised last year, following suggestions by CU Sport. However, CUB membership remains cheap compared to other university sports clubs, while offering a lot to its members. The increase in fees made it more difficult to fill the beginners course, with some complaining of the price at the Fresher's Fair. Despite this, the course was eventually filled and had a waiting list of around 7 or 8 people.

It was proposed that membership fees should remain fixed for the next year. A vote was held, and the proposal was passed unanimously. It was additionally decided that the cost of the beginners course should be set at a later date by the new committee.

Committee Elections

All nominees present were given 2 minutes to introduce themselves and outline their plans for the next year before voting was held (nominees for Captain were given 4 minutes). Each speech was followed by a short Q&A. Three club members opted to submit votes by email or proxy. Results are summarised in Table 1.

In instances where multiple names are listed, the role will be shared, except for the role of Publicity Officer, which will be shared between Sam Kitson-Platt and Abi Pearce until the start of Michaelmas Term, after which the role will be held exclusively by Abi.

Other Business

Various club members remained at the end of the meeting to discuss their committee roles and swap range keys.

CUB COMMITTEE ELECTIONS 2018		
POSITION	NOMINEES	VOTES
CAPTAIN	Andrew Browne	13
	RON	1
SECRETARY	Liam Pattinson	14
	RON	0
TREASURER	Nancy Chen	14
	RON	0
EQUIPMENT	Zhengao Di & Jack Atkinson	14
	RON	0
TOURNAMENTS	Kimberley Callaghan	14
	RON	0
NOVICE	Shivam Sheth & Fraser Waters	13
	RON	1
SOCIAL	Alex Guyon	14
	RON	0
WEB	Robert Spencer	14
	RON	0
WOMEN'S	No nominees	
RECORDS	Kimberley Callaghan	13
	RON	1
PUBLICITY	Sam Kitson-Platt & Abi Pearce	14
	RON	0
ALUMNI	Ivana Yeow	11
	Maryia Karpiyevich	2
	RON	0

Table 1: Summary of votes for each candidate. ‘RON’ stands for ‘Re-Open Nominations’. There was one abstention in the vote for Alumni Officer.