

# Cambridge University Bowmen Committee Meeting

2020-2021 Committee, Meeting 5

Minuted by Vicki Hodgson

*Saturday 19<sup>th</sup> September 2020*

## Attendees

- Robert Spencer (RS)
- Liam Pattinson (LP)
- Lukas Činčikas (LC)
- Yuhang Xie (YX)
- Alexander Kent (AK)
- Vicki Hodgson (VH)
- Abi Pearce (AP)

Apologies received from Sam Kitson-Platt (SK).

## Summary of action points

- RS and VH to complete return-to-play documentation.
- RS to investigate AGB guidance to areas of the country with additional lockdown requirements.
- VH/RS to contact Bill James regarding EWR slots (Tuesdays and Saturdays).
- RS to contact Sports Centre to release seminar room bookings.
- LP/AK to look into the number of clinibands available for beginners.
- AP to put Sean in contact with LP/AK regarding his role at the beginners' course.
- AP to edit beginners/coaches booklets to include chest guards & chest contact.
- LP/AK to acquire preemptive chest guards.
- RS to begin to enquire with prospective external coaches.
- VH to include Lent term arrow hire fees on a subsequent agenda.
- Committee members to assist LP in repairing equipment.
- RS to look into hiring a van for equipment moving, and recruit willing tributes to assist in the process.
- AP to organise a mini trip to Revolutions within roughly the next fortnight to discuss their scheme, and recruit willing tributes to come along.
- Committee to aid in publicising the CAA summer league.
- LP to send AP a list of email addresses of prospective beginners who have signed up via the website.
- Senior committee to provide LP with list of training times, to update the website.
- LP to change the photos on the front page of the website.
- SK to liaise with LP regarding the alumni section on the website.

- RS/LP to liaise regarding photo gallery for the website.
- AP/RS to construct and send out a form for prospective beginners.

*Meeting started: 10:03 BST*

## **Previous minutes & action points**

The previous minutes were nominated by YX and seconded by AP.

Outstanding action points:

- RS to organise signups for staffing freshers fair stall.
- VH to continue checking on the status of the stall, and liaise with AP when appropriate.

## **Report on status of return-to-play**

- Overall, the situation with the Sports Centre appears positive, and archery remains unaffected by the new govt guidelines limiting gatherings to 6, as we are exempt as an organised sport.
- Return to play documentation due by Friday 25th September (RS and VH).
- All bookings have been kept as previously allocated.
- YX raised the question of what would happen if there is a second lockdown; this will depend entirely on what AGB, the university and the Sports Centre say, as any one of these bodies could mandate that archery stops.
- AP raised the possibility that Cambridge may see an isolated lockdown; RS intends to investigate how AGB are providing guidance in such circumstances.
- LC opened discussion surrounding what the club would do with beginners' course fees should the course be stopped partway through due to lockdown; the committee agreed that paying back the fees is not financially sustainable for the club, and beginners would be told that the course is to resume when possible.

## **Report on grant applications**

- Applications made by RS to both AGB and CAA were successful.
- The club will receive £400 from AGB and £150 from CAA.
- As a condition of these grants, the club will be expected to provide some updates and measures of success; RS intends to report on the retention rate in Lent term of beginners.

## Indoor shooting

- In half of the sports hall, we are able to have up to 8 bosses for a total of 16 archers maximum, according to AGB guidelines, separated by 2m.
- To reduce the distance between bosses from 3.3m to 2m and allow this capacity, we require physical barriers on the shooting and target lines.
- LP, RS and VH attended the sports hall to trial a setup of the planned indoor range, which was possible between 3 range party members in around 15 minutes.
- LP asked whether there are restrictions on the maximum number of people allowed in the hall, and whether this would affect our capacity; however, the upper limit is 30, which the club does not expect to exceed at any point.

## Elizabeth Way Range

- The guidance from the CSA is much more restrictive than our own/that of AGB/the Sports Centre.
- Original documentation states that no more than 4 people are to be allowed in the .22 range, which is not compatible with our plans for sessions in the EWR.
- However, following a meeting with Bill James and his consultation with Sports Centre staff, CUB will be allowed to have up to 6 people in the .22 range (with a maximum of 5 archers).
- In order to have two separate details of 5 archers each, the non-active detail would be required to wait in the air range, and swap over every couple of minutes while maintaining social distancing; therefore, it is not realistically possible to have more than 5 archers in any given session.
- Setting up of equipment will need to be done at the back of the .22 range, not the preparation room, which is only to be used for moving around the range.
- RS proposed that we may need to purchase additional dividers, if it is not possible to achieve adequate distances between bosses due to the pillars.
- Range party for EWR:
  - In addition to setting out bosses, the range party is also required to prop open all doors, and wipe down all surfaces before and after the session.
  - AP asked whether the range party will be expected to be the same members for every session; RS intends to choose/allocate range party members strategically.
  - VH raised the issue that, while for experienced members the range party will also shoot, this is not the case for the novice squad sessions. There will be an additional experienced member acting as a coach besides AP, but an additional person will be needed for range party; the proposal for now is that VH will help for the first few sessions, until novice squad members feel comfortable stepping in as range party.

- LP raised the possibility of marking EWR sessions specifically for squad(s) training, and open Wednesday sessions to all club members; however, after discussion, it was decided that the current plan is likely to be better for alumni members, and there will also be slots available for non squad members at the Wednesday morning sports hall session.
- Timetable for EWR:
  - Currently, messier than a soup sandwich, as CSA are attempting to shuffle the timetable such that there is a clear hour between sessions for different clubs (to allow for ventilation of air).
  - Novices: to be split across two sessions on Tuesdays. The session is currently booked in as 1445-1800, but to allow for a more rounded 1h15 per session, AP requested that this be brought forward to 1430-1800.
  - Wednesday experienced: 1545-1800, one session of 5 archers only.
  - Monday experienced: will need to choose an additional time, as the club's slot is sandwiched between two other sessions.
  - Possible options for the alternative slot include Thursday afternoons, although there is a possible clash here with CURPC; Saturday afternoons was decided as the best alternative (1330-1730, two sessions of 5 archers each).
  - LP asked if the same rule will be followed for these sessions of arriving after/at start time and leaving before/at end time; RS confirmed this is the plan.

## Seminar room bookings

- The bookings from the Sports Centre include Friday evening seminar room slots, with a maximum capacity of 5 people.
- The committee agreed this would not be a suitable venue for in-person seminars.
- LP and AK pointed out that equipment-based seminars will be very difficult to run effectively in-person in any venue due to social distancing, and the committee agreed that video seminars would be a better alternative for this year.
- RS to release the seminar room booking.

## Beginners' course coaching

- For 7 bosses (28 beginners across two sessions), AP has heard from enough coaches.
- AP intends to give those coaches who've signed up for the full course, a week off, and sub in other members who've expressed willingness to coach some sessions.
- The course will run for 7 weeks, with the first week of the previous course to be spread across two weeks, with considerably more off-the-line coaching to reduce the likelihood that coaches will need to step in for safety reasons while a beginner is shooting.

- AP and RS are keen for each beginner to have their own cliniband; YX pointed out that it might be best to mark these with CRSids or initials to ensure that there's no inadvertent sharing of equipment. AP requested that LP/AK look into the club's stock of clinibands and perhaps purchase more if needed.
- Non-coaching members to be present: Sean has offered to assist AK with equipment, AP to put him in touch with AK/LP to explain his role. VH will also be present for general admin purposes.

## Chest contact coaching

- VH raised the issue regarding coaching beginners/novices with chest contact, as this has previously been a weak point in the club's coaching.
- Coaches should ideally be comfortable discussing chest contact if the beginner/novice raises the question with them, and should have a number of coaching points prepared.
- If coaches feel comfortable, there should also be some guidance for coaches broaching the topic with beginners/novices if they notice an issue.
- VH/AP are keen for more chest guards to be acquired, and for them to be distributed as standard to any beginner/novice with chest contact, to improve both safety and technique.
- After discussion, the committee decided to order 5 large-size chest guards preemptively (two LH and three RH).
- AP will include chest guards in the PPE section of the beginners' booklet, and guidance/coaching points for coaches in the coaches booklet.

## External coaching

- Our usual coaches at Peacock have not responded to RS's attempts to contact them, to discuss either coaching arrangements or coaching documentation for the club's registration.
- Through word of mouth, it appears that they are not willing to coach at the EWR as in previous years.
- It would be possible to have external coaches for the Wednesday and Saturday EWR sessions, and also in the Lent Sunday sessions and Wednesday morning sessions in the sports hall.
- The committee was somewhat undecided on whether it would be worth having external coaches at all, at least for Michaelmas.
- RS intends to get in touch with a few prospective coaches, although this is largely exploratory at this point.

## Bow rental scheme

- Bows have been ordered: 10 total, 7 RH and 3 LH, with a total cost at just over £800.
- With discount from Clickers, each kit has an effective cost of almost exactly £80.
- The committee discussed at length what to charge beginners for the scheme. RS initially suggested that, to maximise ease of purchase, the £50 bow loan deposit could be retained in lieu of additional payment (i.e. beginners pay £150 up front, and do not receive their £50 deposit back if they wish to keep the bow.)
- AP was concerned that a cost of more than £100 up front might impact on uptake for the scheme; however, there was some worry that not charging a deposit could lead to damage at the club's expense.
- The plan as decided was to charge £80 beginners course fee, £20 bow loan fee, and then at the end of the course, an additional £60 for those who wish to purchase their bow. This means waiving the £50 deposit for beginners on the hire-purchase scheme, and so it will be important that these beginners fully understand the need to be careful with their equipment.
- LP raised the question of arrows, which would be included in the initial bow loan, but not in the sale at the end of the beginners course. RS suggested that the club might waive rental fees for beginners on the hire-purchase scheme who wish to borrow arrows in Lent term. This should be discussed in greater detail at future meetings.

## Equipment inventory and repairs

- LP has completed an inventory of all equipment held at EWR, the Sports Hall, and Churchill (including Wilberforce).
- LP is ordering in some items to replace damaged equipment, and will likely need to order additional strings at a later date, as the primary focus so far has been on beginner equipment, but the novice equipment also needs some love.
- Some minor inventory work is still ongoing, e.g. for equipment like finger tabs and armguards.
- LP requested assistance on repairs (e.g. refletching arrows).

## Equipment: indoor dividers

- Dividers for the shooting/target lines have recently been acquired.
- Unfortunately, the majority of these did not work properly on first use; LP is in the process of repairing them.
- LP requested assistance on repairs for these.

## Moving equipment from the Wilberfortress

- All equipment will need to be returned to the Churchill sheds between the end of the outdoor season and beginning of the indoor season.
- As our final Wilberforce session is Sunday 4th Oct, and our first indoor session is Wednesday 7th (TBC), RS proposed that Monday 5th might be the best date for this.
- As in the move from Churchill to Wilberforce, this will require van hire.

## Revolutions scheme

- AP has been contacted by Revolutions, regarding a possible scheme by which the club hosts regular socials there and receives discount/cashback.
- AP emailed them back with questions posed by the committee over email exchange: a) there will be no up front cost to the club; b) regarding social distancing, they request that we let them know numbers when booking, and separate in groups of up to 6 per table, with one person per table giving detailed contact info for track and trace purposes.
- If CUB takes up the scheme, Revolutions will issue cards for all our members, which need to be activated within the first 4 weeks. If activated, these cards give a 50% discount on food. If 25+% of the club's cards are activated, the club will get cash back. Revolutions also hope/expect that the club will hold a certain number of social events at the venue.
- YX is pleased with the prospect of a stable, reliable social venue, especially given the lack of formals for this academic year.
- LC sees no problem with taking up the scheme from a financial point of view, provided there are no hidden costs or cancellation fees.
- Revolutions have invited some committee members to come by for a free round and a discussion, which the committee agreed we should take them up on, to ask questions in more detail.

## Pink Week

- Pink Week committee members have been in contact with RS to ask about the possibility of hosting a taster session as part of the Pink Week events timetable.
- At the moment, this is outside our Covid safety policy, but if things change, we may consider doing this.
- RS asked the committee whether it would be appropriate to charge for this. As Pink Week is a charity, there was reluctance to charge them directly, but the proposal was that we could discuss splitting profit from ticket sales.
- Additionally, hall hire would be a hurdle; however, if approaching the Sports Centre with Pink Week, there is a possibility we might be able to get hall hire for free.

## CAA Summer League

- So far, there have only been three submissions, two of which have been LP.
- LP encouraged committee to submit scores, and to spread the word regarding the league.

## General updates to website

- LP has updated all the club documentation on the website, and cleared out the archive.
- The beginner banner now has extra options for experienced archers looking to join, which has netted us a response already.
- LP to send across a list of email addresses of interested parties to AP.
- Ongoing

## Alumni section on website

- VH on behalf of SK made a request that there be a dedicated alumni section on the website, to provide a place to showcase the photos we've been sent following the newsletter distribution.
- Alumni page could be added into dropdown menus.
- There is already some alumni content on the website, although it is not contained in one single place.
- SK to get in touch with LP regarding his Artistic Vision for the alumni section.
- RS offered to help out in creating a photo gallery for the website.

## AOB

- **BUTTS Field:** LP asked whether he should be preparing for this. The committee agreed that CUB would not realistically be able to attend due to travel, if the comp does go ahead. Provisions may need to be made for passing along the trophy.
- **S&C:** YX asked whether we are expecting this to go ahead. RS has been told there is an upper limit of 18 in the training room, which means that S&C can likely continue as normal with little disruption. However, we may consider altering the time of the session slightly.
- **Reaching out to beginners:** RS and AP to construct a form for beginners, to gather necessary information. They intend to begin contacting students who've already expressed interest, and then re-send the form in freshers week after additional signups.

*Meeting concluded: 11:57 BST*