

MINUTES OF THE PROCEEDINGS  
of the fourth ordinary meeting of the  
Clubs and Societies Board  
of the Imperial College Union  
in the 2012-13 Session

The meeting of the Clubs and Societies Board was held in the Union Building on 11 December 2012 at 6.15pm in the Union Dining Hall

Present:

Deputy President (Clubs & Societies)	Henry	Whittaker
Deputy President (Welfare)	Becky	Lane
Deputy President (Finance & Services)	Stefan	Nubert
C&G CU Representative	Justin	Chan
Overseas Students Committee Representative	Wasim	Khoury
Arts and Entertainment Board Chair	Adam	Funnell
Athletic Clubs Committee Chair	Jake	Woods
Recreational Clubs Committee Representative	Gemma	Milman
Royal School of Mines Committee Representative	Henry	Bleech
Social Clubs Committee Chair	Lucy	McGregor
RAG Representative	Christopher	Winchurch

**Apologies:** President Paul Beaumont, Deputy President (Education) Doug Hunt, ICSMSU Representative Dariush Hassanzadeh-Baboli Silwood Park Union Representative Dominic Andradi-Brown Media Group Chair Joe Letts RAG Chair David Goldsmith, CAG Chair Alihussien Kapasi

**Not Present** RCSU Representative Ryan Brown RAG Chair David Goldsmith

**Observers:** Stephen Ball, Cassie Epps, Rebecca Coxhead Governance and Administration Manager

## 1. CHAIRS BUSINESS

NOTED:

- a) Technical errors meant that the RCC Chair was not able to join the meeting by Skype.
- b) It was requested that when a Clubs, Societies and Projects Constitution is uploaded, the MG Chair receives an email reminder.
- c) Any unspent tour funding will be removed from clubs who have not spent it.
  - i. Clubs, Societies and Projects are to be reminded that if their expenditure changes during the tour planning process, they need to inform the DPFS.
- d) East Wing storage room A has been cleared out.
  - i. The gym stores will be cleared next week and funding has been secured for extra shelving.
- e) MG chairs were reminded to monitor their clubs for dormancy.
- f) Tour applications open shortly.
- g) Budgeting will open early in the New Year.
- h) MG Chairs were asked to pass on the following to their clubs
  - i. Encourage clubs to send news items to the DPCS so they can be published on the Union website.
  - ii. Remind that speakers need 2 weeks' notice for approval.
  - iii. Life members should be paying different subscription rates than full members.

## 2. MINUTES OF LAST MEETING – 20 November 2012

RESOLVED:

- 1) To pass the minutes of the last meeting.

### **3. MATTERS ARISING – none**

### **4. REPORTS**

#### **4.1 ACC Report**

RECEIVED: The report was presented by the ACC Chair

NOTED:

- a) Extra information can be provided on specific club finances by the ACC Chair if required.

**RESOLVED:**

- 1) To accept the report**

#### **4.2 A&E Report**

RECEIVED: The report was presented by the A&E Chair

**RESOLVED:**

- 1) To accept the report**

#### **4.3 CAG Report – not submitted**

#### **4.4 CGCU Report**

RECEIVED: The report was presented by the VPFS

NOTED:

- a) Finances are generally stable.
  - i. Most events have been break even.
- b) The online finance form used by the VPFS is an internal management tool used by the officer; however students have been complaining that this is duplicating information.

**RESOLVED:**

- 1) To accept the report**

#### **4.5 ICSMSU Report**

RECEIVED: The report was as tabled

**RESOLVED:**

- 1) To accept the report**

#### **4.6 Media report**

RECEIVED: The report was as tabled

**RESOLVED:**

- 1) To accept the report**

#### **4.7 OSC Report**

RECEIVED: The report was presented by the OSC Chair

NOTED:

- a) There have been issues with the rise in internal fees and students not being informed of the rise in a reasonable amount of time.
  - i. It was suggested to contact the DPW to assist in organising a campaign in relation to this issue.

**RESOLVED:**

- 1) **To accept the report**

**4.8 RCC Report**

RECEIVED: The report was presented by the RCC Representative

**RESOLVED:**

- 1) **To accept the report**

**4.9 RCSU Report – not submitted**

**4.10 RSM Report**

RECEIVED: The report was presented by the RSM Vice President (Clubs & Societies)

**RESOLVED:**

- 1) **To accept the report**

**4.11 SCC Report**

RECEIVED: The report was presented by the SCC Chair

**RESOLVED:**

- 1) **To accept the report**

**4.12 Silwood Report**

RECEIVED: The report was as tabled

**RESOLVED:**

- 1) **To accept the report**

**4.13 Motor club reports (RCS, RSM, VVMC)**

RECEIVED: The reports were presented by the Stephen King and Cassie Epps

**NOTED:**

- a) The feasibility to visit outlying halls of residences is being investigated.
- b) All vehicles are currently roadworthy.
- c) In regards to the maintenance of the vehicles, all clubs have 3 regular maintenance 'members'.
  - i. There is cross over within the clubs which is a good utilization of resources.

**RESOLVED:**

- 1) **To accept the reports**

**5. 18 MONTH REVIEW OF THE MOTOR CLUB MANAGEMENT STRUCTURES**

RECEIVED: The paper was presented by Stephen King

**NOTED:**

- a) Members join but don't necessarily have the mechanical skills required to upkeep the vehicles.
- b) It was requested that the minimum membership level be reduced to 10 to reflect the true activity of the club.
- c) It was recognized that all 3 clubs operating under one Management Group is working extremely well.
- d) Asking people to join to just meet a target of 20 members isn't reflective the true purpose and activity of the motor clubs.
  - i. It was acknowledged that the membership target was set at 20 when the clubs were reviewed to encourage the clubs to be more outward facing and motivated to seek out new members.

- e) It was suggested that the clubs be split in to 'social' and 'maintenance'.
- f) The Board moved to a vote on changing the membership target to 10 and it was agreed unanimously.

**RESOLVED:**

- 1) **To reduce the membership target to 10 for the RSM, RCS and VVMC Motor Clubs.**

- g) It was agreed to review the structure in 2 years and the clubs will continue to submit termly reports.

**RESOLVED:**

- 2) **To review the Motor club Management Structures in 2 years with the clubs to continue to submit termly reports to Clubs and Societies Board.**

**6. MANAGEMENT GROUP REVIEW**

RECEIVED: The paper was presented by the Deputy President (Clubs & Societies)

NOTED:

- a) ACC potentially will spilt in to BUCS/non competition clubs.
- b) It was reiterated that moves will not be done forcibly – it will be done in consultation.
- c) There are some BUCS clubs in the RCC.
  - i. RCC Clubs aren't necessarily motivated by the acquisition of BUCS points.
- d) BUCS clubs may have a different funding model to reflect the Sport Imperial funding they receive.
  - i. This will help to mitigate the discrepancy that some clubs receive in Sport Imperial Funding.
- e) It was suggested that extra positions or job shares could be a way to help reduce the administrative burden on volunteer officers.
- f) It was actioned that the RCC Chair to talk to the RCC Sports clubs to discuss the option of moving Management Groups and the DPCS1 to discuss with RAG and CAG.

**ACTION:**

- 1. **The RCC Chair to talk to the RCC Sports clubs to discuss the option of moving Management Groups and the DPCS1 to discuss with RAG and CAG.**

**6. EQUIPMENT POLICY**

RECEIVED: The policy was presented by the Deputy President (Clubs & Societies)

NOTED:

- a) Members were asked to take the document was to read before the next meeting of Clubs and Societies Board.

Meeting closed 7.25pm

Approved as a correct record at a  
Meeting of the Clubs and Societies Board

On \_\_\_\_\_ 2012/13

\_\_\_\_\_ Chair of the Meeting