

ACC General Meeting

**Monday 14th January 2013**

**18.00, Pippard Lecture Theatre, Sherfield Building**

**South Kensington Campus**

Chaired By: Jake Woods

## **Agenda**

1. Apologies for Absence
	1. ACC Golf
2. Minutes of previous meeting 26th November 2012
	1. See Appendix I.
3. **Chair’s Business**
	1. BUCS Update
	2. Spring Tours
	3. Contingency Claim – Triathlon (see Appendix II)
	4. Dormancy Review – ACC Kung Fu (see Appendix III)
	5. Management Group Division
	6. BUCS Championships
	7. Request for Equipment Space
4. **Treasurer’s Business**
	1. Budgeting
	2. Grants
	3. Invoice Payment and Queries
	4. Claims
	5. Naughty Officers
5. **Vice Chair’s Business**
	1. Barnights
6. **Any Other Business**

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**Monday 26th November 2012**

**18.00, Pippard LT, Sherfield**

**South Kensington Campus**

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## **Minutes**

1. Apologies – non received.
2. **Chair’s Business** –
	1. Typo in Rounders‘ constitution (a Chairman was mentioned but the position was not listed)
	2. **Club reports**: ACTION: please can all clubs submit their reports
	3. **Union Gym storeroom**:
		1. On 26th or 27th January all equipment will be taken out of the storeroom and shelves will be placed in to keep the place tidier.
		2. Clubs may apply for shelf space.
		3. Clubs training on those dates will have the Union Dining Hall or Metric to train in and should receive an email from Henry regarding this.
		4. ACTION: please label your club’s equipment if you want it to be kept. No label = thrown out!
		5. ACTION: if anyone has suggestions on how to organise the storeroom, please email Jake (acc.chair@imperial.ac.uk)
	4. **Storeroom keys**: please return to security after use so other clubs can train after you. Security will unlikely agree to having 2 sets of keys due to extra work on keeping them tracked.
	5. **Membership Target**:
		1. 25/53 clubs are short of their membership target
		2. ACTION: for those clubs, please ensure you meet your targets. If there are any issues of concern, please let Jake know (acc.chair@imperial.ac.uk). We are aware that the shutting
	6. The excess grant from last year is still „being processed“ by the Union
	7. **Fives**‘ – will remain in dormancy
3. **Treasurers‘ business**
	1. ACTION: Please ensure all treasurers complete the finance quizzes on e-activites.
	2. Please note, if a claim has been rejected by Esther (acc.treasurer@imperial.ac.uk), let her know of any issues or problems and *DO NOT* simply re-submit the same claim.
4. **Vice Chairs‘ business**:
	1. Last ACC Barnight made £800 profit – this will go towards freshers‘ trials, transport and tankard engravements.
	2. **Next Barnight will be on Wednesday 5th December**
	3. ACTION: Fancy dress ideas please send them to Gilles (acc.vc@imperial.ac.uk). White was not a great theme when people were drinking snakebite.
	4. We will be using business cards this time with 4 boxes on which will be stamped or written over for each drink.
	5. Prices will be £7 in advance, £8 at the door and £9 at the door after 10pm.
	6. ACTION: Gilles will see if wine can be included
	7. Bar night will be open until 1am
	8. Requests for more seating at the start of the night, marquee, benches and better music
	9. Possibility of having 5 drinks in the future but price will be higher.

*Athletics Clubs’ Committee*

**Contingency Request – Triathlon**

*A Paper by Ed Hallett -Triathlon Chairman*

*Summary*

Triathlon Club request contingency funding of £333 for a BUCS payment that should have been covered by last year’s grant, but that grant money was absorbed into the union fund before payment was completed by last year’s committee.

*Background*

The Grant last year had enough money available, but was absorbed into the union before the payment was completed to BUCS, so has come out of this year’s budget.

In discussion with the union (Aziz and Stefan) they are aware of the issue, and suggest the way to return the absorbed grant money is via the contingency fund.

The BUCS invoice was late, and the resulting delays in processing by last year’s committee have left us £333 out of pocket.

*Matters for Decision:*

To transfer £333 from ACC Contingency to ACC Triathlon for BUCS Payment

*Athletics Clubs’ Committee*

**Dormancy Review**

*A note by the ACC Chair – Jake Woods*

*Background*Dormancy is the process by which the ACC monitors the progress of struggling clubs. Any club can be made dormant by a majority vote of the ACC at a general meeting for a period of three, six, nine or twelve months.

* Once a club has been dormant for twelve months, the ACC can elect to close the club by simple majority vote.
* The ACC also notes that a club can be closed at any point by ‘special resolution’ requiring two-thirds majority.
* Typically dormancy is called for when a club’s performance is unsatisfactory, usually for low membership numbers.
* Dormancy does not affect the clubs finance, they are still eligible to recruit members, submit purchase orders etc.

*ACC Kung Fu*

ACC Kung Fu have had a difficult year to date and have only achieved 9 of their required 25 members. In addition they failed to reach their membership target last year.

*Matters for Resolution*

The ACC must resolve to:

1. Establish ACC Kung Fu as a dormant club
2. Decide on the dormancy period for this clubs