



## ACC General Meeting Minutes

**Monday 14<sup>th</sup> January 2013**  
**18.00, Pippard Lecture Theatre, Sherfield Building**  
**South Kensington Campus**

Chaired By: Jake Woods

### Agenda

Absent: ACC Aikido, ACC Badminton, ACC Boat, ACC Snowsports, ACC Shaolin Kung Fu, ACC Table Tennis, ACC Wing Chun, ACC Yacht

1. Minutes of previous meeting 26th November 2012
  - a. Reminder about the Union gym clear out on 26th-27th January
  - b. **ACTION:** Clubs still not meeting their target numbers – please address this
  - c. Reminder about finance quizzes
  - d. Last ACC bar night included wine – thank you Gilles!
2. **Chair's Business**
  - a. **BUCS Update:**
    - i. Imperial's submission was rejected by BUCS
    - ii. Therefore it is likely that the merge with Medics will occur
    - iii. Space allocation will depend on rankings with the medics
    - iv. Please direct any issues or questions on this to Anthony
  - b. **Spring Tours**
    - i. Deadline for applying for money is Thursday 17th January
  - c. **Contingency Claim – Triathlon (see Appendix II)**
    - i. ACC has £894 in the contingency pot
    - ii. Triathlon wish to claim £333
    - iii. Grant re-distribution is still in progress.
    - iv. Suggestion: If Triathlon receive £333 from the ACC pot, and if grant re-distribution goes ahead, £333 will be transferred from the grant re-distribution to the ACC pot, and the rest of the grant money will be allocated accordingly
    - v. Votes against this suggestion = 0 (Votes for = 42)
  - d. **Dormancy Review – ACC Kung Fu (see Appendix III)**
    - i. Putting Kung Fu into dormancy, until the end of this academic year:  
Votes against = 0
    - ii. Their progress will be reviewed in the next ACC meeting
  - e. **Management Group Division**
    - i. More ACC Exec members needed to ease the workload
    - ii. Assistant Treasurer Position or having two Treasurers, each looking after half the clubs

- f. BUCS Championships**
    - i. Individual – Sheffield 22nd-23rd February
    - ii. Teams – Leeds 19th-20th March
  - g. Request for Equipment Space**
    - i. If you buy new club equipment, please submit an online form for new equipment
- 3. **Treasurer's Business – See Esther's powerpoint slides**
  - a. **Budgeting** – please show the calculations for the budget, e.g. for instructor fees, please state the rate per hour, how many hours a week, when the trainings are held, and therefore the total instructors fee for the year.
  - b. **Grants**
  - c. **Invoice Payment and Queries** – please do not email Aziz to check the status of invoices. Invoices need 3 working days for payment to go through (Natwest rules)
  - d. **Claims** – no need to put claim numbers on receipts now
  - e. **Naughty Officers** – please be honest when submitting budgets
- 4. **Vice Chair's Business**
  - a. Barnight is on **Wednesday 23rd January**
  - b. No sponsor this time so drinks cannot be discounted ☹
  - c. Union can possibly extend their opening times by an hour
  - d. Possibility of selling tickets online via clubs, and have early-bird tickets being cheaper
  - e. **ACTION**: Gilles to email out by Wednesday (16th) with more details
  - f. Possibility of holding another Bar Night in February with RAG
  - g. Theme – clubs tend to set their own themes so no particular theme this time
- 5. **Any Other Business**
  - a. Varsity – reminder about the launch party – it is on Thursday 17th January at Metric