



## ACC Annual General Meeting

**Monday 18<sup>th</sup> January 2013**  
**18.00, Pippard Lecture Theatre, Sherfield Building**  
**South Kensington Campus**

Chaired By: Jake Woods

### Agenda

1. Apologies for Absence
  - a. ACC Fencing, ACC Golf
2. Minutes of previous meeting 19th February 2013
  - a. See Appendix I.
3. **Treasurer's Business**
  - a. Report of the Year (Appendix II)
  - b. Financial Deadlines
  - c. Further Improvements
4. **Vice Chair's Business**
  - a. ACC Dinner
  - b. Report of the Year
5. **Chair's Business**
  - a. Report of the Year (Appendix III)
  - b. Budget Appeal – Triathlon (see Appendix IV)
  - c. Budget Appeals to CSB
  - d. Membership Target Reduction – ACC Volleyball (see Appendix V)
  - e. Constitution Approval
    - i. Rugby, Netball, Rifle & Pistol (see Appendix VI)
6. **Election of ACC Executive Committee 2013/2014**
  - a. Chair
    - i. Alex Savell
    - ii. Alexandra Charleson
    - iii. Katherine Fok
    - iv. Chew Shen Liew
  - b. Treasurer
    - i. Jialei Qian
    - ii. Rachel Gregory
  - c. Vice Chair
    - i. Nominations from the Floor
  - d. Secretary
    - i. Nominations from the Floor
7. **Any Other Business**

**ACC General Meeting Minutes****Minutes**

## 1. Apologies – non received.

Absent – Basketball, Boat, Cricket, Gaelic Sports, Golf, Riding & Polo, Rugby League, Shaolin Kung Fu, Squash, Windsurfing, Wing Chun, Yacht

2. **Chair's Business** –

## a. Grant Re-allocation and Triathlon contingency claim:

i. It became clear that at the end of the last academic year, some clubs had their grants moved to their SGI, some clubs' grant was absorbed into the Union finances.

ii. Triathlon had £328.40 left in their grant which was absorbed into the Union finances.

iii. **ACTION:** £328.40 from the ACC Contingency to be given to Triathlon: Votes Against = 0, Abstain = 1, Votes for = 36.

## b. Contingency claim for Rugby:

i. **ACTION:** £168 from the ACC Contingency to be given to Rugby: Votes Against = 0, Abstain = 2, Votes for = 35.

## c. Dormancy Reviews:

i. Kung fu: Currently have 20 members (out of 25). **ACTION:**

It was agreed that Kung Fu will need to achieve their membership target of 25 by 22nd March in order to keep the club open

ii. Fives: Currently have 10 members (out of 20). **ACTION:**

This club will be closed on 22nd March – Votes Against = 0, Abstain = 1, votes for = 36.

- iii. Aikido: The committee was absent at this meeting and the club is in debt; **ACTION**: Freeze the club's budgets and close club on 22nd March, Votes against = 0, Abstain = 0, Votes for = 37.
- d. Union Gym – the floor will probably be fixed over the summer holiday

### **3. Treasurers' business**

- a. The initial budget allocations are available online
- b. Please submit banking records within 3 days of banking the money
- c. Ensure the purchase order is fully authorised before uploading the invoice online
- d. Invoice should be addressed to Imperial College Union, Beit Quad, Prince Consort Road, London SW7 2BB
- e. When submitting the claim, ensure to upload the „till receipt“ alongside the payment receipt
- f. If cheque is being received for the sales invoice, ensure to write the invoice number when submitting the banking record via e-Activities
- g. Ensure the invoice amount is less / equal to the purchase order amount

### **4. Vice Chairs' business:**

- a. Barnights:
  - i. Tickets are going to be online with 250x £7 tickets, which will then go up to £8, and tickets at the door will be £9

- b. ACC Dinner:
  - i. Provisional date is Wednesday 26th June 2013
  - ii. Tickets may cost around £50
  - iii. We are considering allocating 5 tickets per club, so there will be around 250 people

## 5. AGM

- a. ACC AGM will be held on Monday 18th March.
- b. **ACTION:** Please forward the backpage to ALL members in your club; the ACC positions are open to everyone
- c. **ACTION:** Please hold thorough handovers to next year's committee
- d. Note – ACC treasurer 1 and 2 will have equal roles and responsibilities

## 6. Any other business:

- a. Shorinji Kempo – wish to add a Secretary position to their committee for next year. Votes for: 37.
- b. Varsity – you can register online now for events and travel to Harlington
- c. Acton student halls – the Evelyn Gardens lease is expiring soon, and there are plans to replace Evelyn Gardens with a new student hall built in North Acton. This will be more expensive are further from the South Kensington campus. **ACTION:** Please visit <https://www.imperialcollegeunion.org/your-union/campaigns/accommodation> for more details and spread the message!

*Athletics Clubs' Committee*  
**Report of the Year – Treasurer**  
*A Letter by Chew Shen Liew - ACC Treasurer*

Dear ACC Club members,

This year, significant improvements to e-Activities have resulted in a reduction of transactional difficulties faced by clubs. It is very encouraging to see increased familiarity to the online financial system that was introduced two years ago. In order to ensure that treasurers were equipped with basic e-Activities and financial knowledge, I initiated a training session in October. Despite its lower than expected attendance, I propose the continuation of this session for the benefit of those who are interested next year.

The total ACC budget for the year 2013/2014 will be £135,866.26, down 2% from previous year. A cut was observed in most Management Groups with CGCU and SCC taking the largest cuts of over 30% each. ACC fared relatively well due to good and reasonable budgets submitted by most clubs. We had to take many tough decisions but Jake and I tried our best to ensure that the grant was fairly distributed among all clubs.

As the ACC Treasurer, my day-to-day responsibilities included approving transactions that are sufficiently funded and are supported by proper documentations. To date, a total of over 1,000 transactions were submitted online by all 53 ACC Clubs, recording a combined turnover of around £430,000. I worked very closely with the Union finance team to deal with extenuating financial cases and claims. I was also responsible for ensuring the financial health of clubs and identifying clubs that are in debt or struggling. Jake and I were then able to offer further support to these clubs.

Before I step down as Treasurer, I would like to thank all ACC Club committees and members whom I have worked with for your patience and for giving me a great learning opportunity. I wish you the best of luck in your future endeavours.



Chew Shen Liew

Athletics Clubs Treasurer 2012/2013

*Athletics Clubs' Committee*  
**Report of the Year – Chair**  
*A Report by Jake Woods - ACC Chair*

This year has been both a great success and shown great difficulty to the ACC. The closure of Wilson House has seen several clubs with poor substitutes for trainings venues and as a direct result have seen their clubs suffer. Additionally the ever increasing participation in sports as a whole has seen high impacts on the availability of facilities, Squash and Badminton in particular can testify to this. On the other hand increased support from the Union staff has meant that most issues within the ACC have been resolved swiftly. Plus we beat the Medics at Varsity once again.

Yet again the ACC has received a cut in budget, albeit the smallest for several years, I am firmly opposed to the current process and several meetings have been planned for the summer term to hopefully go some way to resolving these.

Throughout the year I have sat on the following committees:

Union:

- Union Council
- Union Executive Committee
- Clubs and Societies Board (CSB)

College

- Sports Partnership Committee
- Health and Safety in Sport Committee
- Indoor and Outdoor Users Advisory Committee
- Boathouse Management Committee

In each of these meetings I have been outspoken about the problems that could affect the ACC or individuals of ICU as a whole; in particular the lack of student focus in the Union bars resulting in the creation of the monthly deals amongst others. My suggestions have been logged with both the Union bar staff and the Commercial Services team; hopefully some of the changes will come into effect with the continued support of the next ACC Chair and DPCS. The Sport Imperial meetings have been a great opportunity to fix the problems you have spoken to me about, missing equipment, small improvements etc. Throughout the year I have made changes to the ACC, its processes or anything else I deemed incorrect, hopefully these have been beneficial for the people affected

The Sport Imperial 'merger' between IC and the Medics has finally happened this year, the consequences of which are currently unknown but likely to centre on space allocations and priorities between the two management groups. No actual merger between the teams is likely however the new BUCS ruling has decreed that IC and Medics must now compete under the same institution.

I would like to wish the next ACC Executive committee the very best of luck next year and I hope the clubs within the ACC continue to compete and succeed in each of their individual competitions.

*Athletics Clubs' Committee*  
**Budget Appeal – Triathlon**  
*A Paper by Ed Hallett -Triathlon Chairman*

Please see attached PDF.

*Athletics Clubs' Committee*  
**Membership Reduction Request – Volleyball**  
*A Paper by Piotr Bar -Volleyball Chairman*

*Summary*

Volleyball Club currently has 28 members and the club's membership target is 45. The club asks for the membership target reduction to 35 members.

*Background*

Membership target of 45 has been met in the past 3 years. This year's problems are caused by the Wilson House Sports Hall closure. In the past years we trained on Wednesdays and Fridays, however this year we were forced to have the majority of our training sessions on Saturdays at the new venue provided by Sport Imperial. In result, many of our beginners decided to resign from Volleyball sessions, because they were unable to train during the weekends. Unfortunately, there were no other free timeslots that we could use.

The reduction to 35 members would allow us to receive £822. This money is needed to pay for the sports hall rental in the spring term. The club has already cancelled several training sessions to cut the costs.

*Matters for Decision:*

To reduce Volleyball Club membership target to 35.