



OUYC Junior Committee Agenda: Trinity 2019

Date/place: 1930, Thursday 6th June 2019

Location: Cohen Quad

Items:

1. Apologies
2. Japan
 - a. Changes to traditional schedule
 - b. Nominee for organising Doshisha visit to the UK (September 2019)
 - i. Rachel has agreed to act as the JC's trip coordinator.
3. Relationships with Senior Committee and Junior Committee
 - a. Current issues
 - i. Breakdown in communication between JC and SC
 - ii. Problems with access to accounts. Led to pressures on both sides financially.
 - iii. SC Treasurer, JP, has stepped down. His successor is yet to be chose but JP will remain on until the end of this year.
 - b. Communication
 - i. Important to respond to SC
 - ii. Use committee emails as preference over facebook; makes it easier to forward on to SC or other clubs.
 - iii. Possibility of termly committee meeting updates. Presence of SC members possible if wanted.
 - iv. Keep language formal within OUYC emails.
 - v. Feedback on Bills, use emails and Itemise
 - c. Responsibilities of committee members
 - i. Committee members need to be clearer on their responsibilities and more willing to ask for help from other members or SC if they feel unable to complete them.
4. Life Members newsletter
 - i. Now very Delayed. Traditionally December.
 - ii. Important to keep life members up to date.
 - iii. Possibility to advertise firefly sale.
 - iv. Suggestion to send out a small version to summarise up to December
 - v. RW- Questions why December. End of year for Life members but not for students. Possibility to move post Varsity? Would allow outgoing captain to summarise for their year, rather than captain summarising the previous year during their first term.
 - vi. CP - Most likely historical artefact. Possibly connection with AGM in past. Moving forwards would defiantly be possible to move to post varsity, rather than producing short term patch.

- vii. Rosie- Would mean we would need to more actively advertise AGM and annual dinner
- viii. LM- Are Top gun dates booked already?
- ix. IP- Yes
- x. CP- Could combine with advertisement and later reminder. Quivery clash with exams?
- xi. **ACTION:** Produce 2 weeks after varsity. Explanation for changing time of year. Summarise last 18 months.
- xii. Important to keep newsletter to keep past members interested

5. Social Sailing

- a. Lucy Greenwood to summarise numbers, income etc.
 - i. 20 people signed up
 - ii. People now coming to more repeat sessions
 - iii. £90? Income in cash
 - iv. Issues seeing people who has paid for their session. Communication with treasurer needs to be better.
 - v. Useful for brief report from session leaders. Given back to Lucy to answer queries.
 - vi. Rosie - Sport safety officer meeting - Need to have key points for safety to mention- especially for novices.
 - vii. Rosie - Need to be aware of any health conditions. Filled on membership form but not passed on. These cannot be emailed to session leaders due to GDPR.
 - viii. JS - Should be asking at beginning of session- Put on list for safety
 - ix. SC - Need to ensure all social sailors are members for insurance reasons.
 - x. **ACTION:** Create a safety briefing guide for social sailing session runners to use, including asking for medical disclosures at the beginning of the session.
 - xi. EM - More advertising needed. Had questions from people with jackets
 - xii. HJ: More posts on JCRs and MCRs, reaching out to colleges with no OUYC members.
 - xiii. **ACTION:** Get JCR post out now for the last two weeks of sessions. Rob and Lucy G to write general post and pass on.
 - xiv. LM: Colleges pay for social sailing membership similar to 'punts schemes'.

6. Membership

- a. Current/Life members (breakdown of memberships for yachting, dinghy social etc.)
 - i. Memberships down. Especially Social Sailing.
 - ii. 23 dinghy annuals vs 17 this year
 - iii. Dinghy day also vast reduction
 - iv. Yachting and dinghy squad similar
 - v. Loss of yachting single trip members. Due to change in yachting policy
 - vi. No members signed up through coppers.
 - 1. Query with insurance
 - 2. TX: Covered under OSC insurance
 - 3. Rosie: Need to check for future
 - 4. SC: Two issues
 - a. Loss of revenue
 - b. Blues status- size of club and openness. So important to advertise. Especially in Michaelmas.

- vii. Social sailing in Michaelmas. All pay for dinghy annual so increased income.
 - viii. Maintain momentum gained from fresher's fair.
 - ix. Rosie: Run on Wednesday afternoon in Michaelmas. Also upping fees.
 - x. Rosie: Little awareness of social sailing within squad members. Workloads lower in Michaelmas so could definitely get more squad members involved.
 - xi. LM: OSTT to run?
 - xii. Rosie: Yes. All needed to do was be at the club to guide on bus. Difficulties with weather conditions
 - xiii. **ACTION:** Please get all cuppers people to fill out membership form. No need to pay
 - xiv. SC: Diary to advertise sport with sports Fed. Get OUYC on wider sports scene.
 - xv. **ACTION:** Advertise small number of specific events through sports fed.
- b. Changes made based on discussions of SCM 2018
- i. Lot of discussion on redoing life members
 - ii. RW: Complicated as we don't know what life members we have before -10 years so don't know who pays into boat fund.
 - iii. TX: Table for next meeting as need senior treasurer.
 - iv. LM: Tried to do using lists of payments coming in. Takes many hours. Possibility of using algorithm to sort.
 - v. TX: Hire someone to do as ESSENTIAL!!
 - vi. RO: I can programme. Possibility we can sort a way for sorting it
 - vii. **ACTION:** Sub-committee meeting of RW, SC Treasurer, (LM, IP), Annika, RO, Fras.
 - viii. IP: Need SC committee member for data protection
 - ix. CP: Happy to be within loop.
- c. Increasing subscription fees to £37
- i. Yacht sailors want to increase online with dinghies.
 - ii. Discuss later with dinghy accounts
- d. Freshers Fair and recruitment of new members
- i. Rosie: Organising freshers fair
 - ii. James: need to sort mailing list. Lots of social sailors lost from list.
 - iii. Rosie: Advertise socials to them
 - iv. James: Some social sailors very keen and able. Possibility to move them into squad. Need to grab those who are good.
 - v. LG: Could be part of the feedback given to her.
 - vi. RW: Preseason really important. Gets people in early. Advert on FB. This needs to be in captain's handover.
 - vii. Yachties having a preseason – clashes with Generations and J70s Women's' event.
 - viii. Rosie: need a 'together post' advertising both dinghy yachtie
 - ix. RO: Difficult to keep people on. Need to keep momentum for spring.
- e. Capturing of life members
- i. Rosie: Got better last year. Get people to sign up on leaving
 - ii. Rachel: Checked against graduation years. Has list of people who are leaving. Set email template to be shared in summer, as OUYC fresh.
 - iii. Rosie: would they check emails?
 - iv. LG: Non university emails should be on membership form

v. Also Advertise through FB

7. Planning for annual dinner

- a. James: Will give details in handover
- b. IP: Needs to be done in conjunction with Fixtures. Book Top Gun at same time as magnum, so can advertise early.
- c. RO: Won't know sunsail dates for that far in advance
- d. IP: Can always change. But if we have provisional date can get out quickly. Need point of contact with yachties
- e. RO: Will lease with Ines.
- f. IP: Not fully in loop. But need to be early (Esp. for umpires for events)
- g. James: Feedback from last year is book earlier. He booked end of Michaelmas, needs to be earlier
- h. IP: 15/16th February are provisional dates for TG.
- i. James: Colleges putting prices up/stopping private student formals. So more difficult. External companies are expensive. More people=more profits
- j. TX:SC members involved in negotiation
- k. James: Tried some of this
- l. CP: Little negotiation with colleges for sit down dinner prices.
- m. James: Hilda's keen to have us back

8. Rundown of events

- a. IP: Made £3000 at Magnum, £1000 Top Gun. Not much to add to previous discussion. Hopefully TG continues in profit. Prices gone up but not as much as should have, so have to be prepared for future price rises. Esp. boat hire and water fees.
- b. Rosie: What does our membership include
- c. IP: Not events. £5.10/person/day. Inc committee and safety boat. Ribs are extra. Affiliation is boat storage etc.
- d. Rosie: Discuss OSC later
- e. Magnum dates are 16/17th November.

9. Online presence

- a. Mailing lists (best structure, up to date, functional)
 - i. 30% of emails are bouncing but now they should automatically delete after ~ 15 emails.
 - ii. Maybe we need to move to a new, easier system, such as Mail Chimp.
 - iii. Need to check with Sports Fed as to whether we're allowed to use a different system.
 - iv. Need to fix the unsubscribing issue but this is already in progress.
 - v. **ACTION:** Rob to send out the mailing lists to the entire committee and a cheat sheet on how to use them
- b. Social media logins
 - i. **ACTION:** Rob to compile the social media and other account logins into one document and share with JC.
- c. Website access and updates
 - i. The website needs updating and old posts archiving.
 - ii. **ACTION:** James and Lucy to produce new video together after Varsity.
 - iii. New committee needs to be put on website with photos and bios. 'Meet the committee' posts should be on instagram as well. Need to take photographs before end of term.

- d. Shared calendar
 - i. Entire JC need to start using Shared google calendar.
 - ii. Any way to allow this to be accessible to other squad members in a 'read-only' format?

10. Accounts

- a. State of Yachting accounts
 - i. Leon owes the yachting account. Ines will chase.
 - ii. Current balance is ~£2500, £250 more than this time last year.
 - iii. Members overpaid by ~£50 for BUSA. Once the annual grant has been received, funds permitting, these members shall be refunded.
- b. State of Dinghy accounts
 - i. Current balance is £4449.04. Owe OSC approx. £4400. This year small increase in fee. Next year the rise will be greater, to £4900.
 - ii. Important for next treasurer is to know when these payments are due, and to ensure have the money for them. Need to be included in handover. In the future, large expected expenses will be planned for, so we can know if there is a problem, months in advance.
 - iii. Other debts. OSTT for rib hire £300. Umpire £100.
 - iv. Various members are owed ~£50. This shall be revisited at the beginning of next year once projection for the year to come have been made.
 - v. Bills. Approx. £2200 income. Should bring some income. Finalised and paid by 7th week.
 - vi. Squad subs. £755. Mostly squad membership. 95 social sailing
 - vii. £1832 pounds on bosuning, Do SC help fund this?
 - viii. LM: Boat fund?
 - ix. CP: JP happy to sort and settle up whatever precedent is.
 - x. IP: Will send formal email with details.
 - xi. **ACTION:** Ines and TX to determine whether Bosun expenses are covered by boat fund and if so, obtain this money.
 - xii. TX: As long as we get money back from bosining have made £500. Will end up £3000 at end of yr. Now need to summarise for end of year pack.
 - xiii. Rosie: Sports fed, applying for club grant. Moving away from traditional structure, with set amount of income. Rosie to meet sports fed to talk about future funding for the club.
- c. Current/possible actions being taken to resolve current financial difficulties
 - i. Sportsfed
 1. Offered short term loan of £850, 0%apr. so have some capital. To be repaid in following academic year.
 2. TX: maybe better to not take money and keep slate clean.
 3. HJ: Should take anyway. Better to have some money in case of lost damage deposits, and other unforeseen costs.
 4. TX: But do we need to assure them of our financial position for future funding
 5. CP: Take money with gratitude and keep ringfenced.
 6. Rosie: Don't touch unless we need it. Could look back after end of year pack convo
 - ii. SC Loan
 1. Not needed.

- iii. Changes in bills schedule (Varsity)
 - 1. Trying to get dinghy bills in before not after events, as better for finances. Needs to become treasurer policy.
 - 2. IP: Bills need to be itemised and through correct channels
 - 3. LM/HJ: Need to know what correct format is
 - 4. IP: Need to know who is involved as well
 - 5. SC: Claim form?
 - 6. **ACTION:** Helen to create claim form format for each event expense. Filled out immediately after event so costs are known. Creates specific structure.
 - 7. LM: Settled on 30p/mile
- d. Other
 - i. IP: last minute substitutions paying for event fees.
 - ii. LM: Splitting over two people
 - iii. TX: Illness not their fault so unreasonable to ask for money. Need set policy
 - iv. IP: Need to make it clear to subs before the event, not sorted after.
 - v. James: Possibility to claim from somewhere else in Uni?
 - vi. HJ: Need to avoid culture of fear of illness for costs
 - vii. James: Could subsidise using profits from TG dinner. Future dinners could add to this small fund. Set precedent for this money being to benefit the wider club.
 - viii. Rosie: But is that seen to be too personal giving money to specific people
 - ix. TX: What is Chris' opinion?
 - x. CP: Definitely need policy moving forwards. Specific for events and reason for not partaking. In wider picture concerned about cost of sailing and keeping access open. Looking into possibility of using boat fund to subsidise costs. Chris' offering as one off to cover this cost, on good will of continuing this benevolence down future generations of OUYC.
 - xi. **ACTION:** TX to liaise with Chris over paying this specific cost. Policy proposals to be voted on at the beginning of Michaelmas?
- e. Signatories
 - i. Current/future
 - 1. Need to add Helen as incoming treasurer.
 - 2. Fixture's access to accounts will be better in future if we have functioning treasurer so no need for them to be a functioning treasurer.
 - 3. Fraser - Treasurer and commodore best control as prevents accidental money lost.
 - 4. IP: Fixtures will just need close communication.
 - 5. TX: suggesting just adding Chris and Helen. VC already on
 - 6. SC: Add Stuart as signatory. Will allow avoiding repeat of this year
 - ii. **ACTION:** Chris, Helen and Stuart to gain account access. Ines and TX to be removed. Helen to have online access.

11. OSC Membership

- a. OSC traditionally give us a 10% discount for our membership. Last year was an exception in which they gave us a 20% discount. For this current season our 10% discount has been reinstated (as a result of increasing other members fees). They expect that next season we will pay the full price of £4875 (plus inflation)

- i. Will be increasing step up if no longer give us discount.
- ii. Look at possibility of moving in with OSTT/other clubs.
- iii. Fraser. 2/3 of membership in Imperial paying £90. Plus £60.
- iv. Would it be cheaper to pay per a member rather than paying flat boat rate?
- v. OSC relationship improving.
- vi. SC: Don't want to lose relationship and ability to run events there.
- vii. IP: OSC was very near bankruptcy recently, so need to respect that. They have costs they HAVE to cover.
- viii. Could negotiate to go up to full price and come back down when OSC more secure.
- ix. Rosie: Subcommittee. Helen, Rosie, Lucy (OSTT).
- x. Lucy to talk to MCS to see what theyre paying
- xi. Rachel to talk to other clubs and see what they can offer.
- xii. Lucy to contact OSTT.

12. Yachting insurance report

- a. RO: More relivent to SC. Looking to require insurance for damage deposits. Including public liability insurance
- b. SC: Propose discussion between yachties, Stuart, Shaun. Need to find alternative strategies as can't afford repeat damage deposits.

13. Sponsorship agreements

- a. Yachting report
 - i. RO: Need to have agreement between two sides on how to distribute money between two sides
 - ii. Rosie: not in constitution, so no agreement. So can be created.
 - iii. RO: Needs to be decided on. Then can seek sponsorship for both separate and together sponsorship
 - iv. Rosie: Makes more sense to present united front.
 - v. TX: Advantage as a united club
 - vi. HJ: But different sides may want to spend money differently
 - vii. TX: how will sponsors expect money to be used
 - viii. Rosie: This could affect where money goes.
 - ix. Fras: Comes into individual basis.
 - x. SC: need to offer something. Strength together.
 - xi. **ACTION:** Sub Committee: James, Merian, Fraser to create brochure.
 - xii. IP: Subtle access to life members. Ines as social sec wants to organise more outdoors events in TT, Advertise sponsors there.
 - xiii. RO: Smaller sums cumulatively over a number of years is target.
- b. Dinghy proposals
- c. Role of sponsorship secretary
 - i. James will work with both the Yacht and Dinghy sides to promote club.

14. Dinghy Fees

- a. Currently at £35. Very low for sport, but want to encourage people in. Possibility to raise
Social sailing at £15 for unlimited access to sessions. Possibly raise to £20.
- b. Comparison with swimming that its £40 for year for 3*1hr sessions
- c. Don't want to put more pressure on squad member finances
- d. LG: Suggesting pay as you go system.
- e. TX: People like the lack of having to commit.

- f. Rosie: Not supposed to be money making, it's about getting people on the water.
- g. LM: Again, possibility of offering a college package.
- h. Query if JCRs would actually invest
- i. Left as action for future year when we know sports Fed package.

15. New flight

- a. Rondar's proposal for making us a new flight by September to the same specifications, and selling our current flight to the next buyer
 - i. Risk of not being ready. But currently aging.
 - ii. **ACTION:** Tom to agree to this offer.

16. Sale of old flight

- a. Update on current/past interested parties
 - i. Currently no interest
- b. Pricing (NB must also be agreed by the SC)
 - i. To take below £22000, needs SC committee approval.
 - ii. Suggested £18000, needs to be justified
 - iii. Need gunnel repairs for aesthetics. Sails also in reasonably bad nick but can't be changed.
 - iv. RW: Plymouth Interested? Struggling with money from SU. So unlikely to find funds, but should keep communication open
 - v. Fras: Winchester sold flight similar age. What price?
 - vi. TX: £21,000. But had had a lot of refurbishment (upwards of £2000).
 - vii. Possibly more people looking at that time
 - viii. SC: Sympathetic to discussion. Now have an extra year in the bank.
 - ix. LG: Can we do some of the refurbishments on them ourselves
 - x. Yes. Perhaps with preseason
 - xi. **ACTION:** have non-freshers come to preseasons a day early to do various refurbishments and general boat park maintenance and container tidy.

17. Dinghy Varsity Match

- a. Covering any major rules changes, inclusion of match racing/new format, costs etc.
 - i. 2*changes. Remove swapping restrictions (informally abandoned this year). Adding in rule that female crews in ladies' series can be subbed in for by men.
 - ii. Also match racing being trialled. Will be on day 1 for 2 hours. Followed by team racing training.
 - 1. Format will be 2 boats/side. Crew of 3. 1*male, 1*female. Each boat 2 races against each other. Winner is whichever has most wins.
 - iii. Training on 29th and 30th June. Either in keelboats at Farmoor or RO has access to J70s at Royal Southern.

18. Constitution

- a. Constitution needs changing. Last not approved by SC. New draft needs changing.
- b. Currently dated 2012. Sports Fed needs an update
- c. Possibility to changing to a two-tier system, to make small, year-on-year changes easier.

19. Match racing BUSA series?

- a. Annika: Possibility to bring keelboat racing as bridge between sides.
- b. Lucy: Excellent idea.
 - i. Post-meeting thought of appointing a match racing officer for the coming year? Hust and election could happen in a Michaelmas JC meeting.