**St. Hugh’s JCR Committee - HT20 Committee Meeting 1 - Agenda**

**1. Attendees/Absences**

***Sunday 26th Jan, 6:30pm***

*Old Law Library*

**2. 3.**

**4.**

**5. 6. 7.**

**Welcome and Notices**

**Committee Member Reports -**See Appendix 1

**Matters arising from Notices and Committee Member Reports**

**a) Any updates to reports**
**b) Points of discussion**

**Matters arising from last JCR Committee Meeting**

**Items for discussion**

Gerry – Rent negotiations, does anyone want to be on the working committee?

Raluca – storage security brainstorming – ways to get them to agree to CCTV/boxes and locks

Alex - Which projector to go for

Rebeka- budget use for motions

Aaron – JCR Floor plan

**Any other business**

**Appendix 1 - Committee Member Reports**

President – Gerard O’Hanlon

* Met with Bursar and Domestic Bursar, also with college communication office about ways we can improve relationship between staff and students.
* Began discussions for rent

Vice-President – Ruby Potts

* Magdalena meeting Organised JCR sofas
* Spoke to MCR about formal tickets for halfway hall
* Meetings with Rahele- formal etiquette
* Gerry and I worked with conferences to organise UNIQ using the JCR space over the Easter vac

Secretary- Rebeka Shipkolye

* Prepared the agenda and minutes for this meeting.
* Created a Google Forms document for JCR motions to trial with students.

Treasurer – Richard Schutte

* Blue funding Michaelmas
* Travel grants Michaelmas
* In process of transferring everything to Santander Account, waiting on bank
* Sorting out Revolut cards
* Paying last year’s invoices
* Meetings with Karen Peake (head of finance) and Jeremy Weeks (College Accountant)
* Began discussions on rent negotiations
* Changing amalgamated funding forms, waiting on Karen
* This term’s budget
* Creating financial forecast for 2020
* Will haggle down BT Sport and Sky TV costs, waiting on getting details

Access Rep - Asha Turner

* Organised and coordinated tours with the Brilliant Club
* Spoke to Lena about making accommodation free for open days, meetings with college about it soon
* Proposed a rewards system and Lena is speaking to college about funding it

Welfare Reps – Jessica Curry, Aaron Jones, Alice Gadsby

* Pidging welfare supplies sent out
* Cookies sent out
* Trying to get JCR committee room key cut
* Planned a general welfare questionnaire to see where college stand with the effectiveness by which we reach those in need
* Organised to meet with college staff, e.g. nurse
* Organised WEQ committee meeting
* Starting planning welfare 5th week
* Worked with Richard to sort out funding availability and budget for the term

Entz Reps – Klaudia Zaporowska, James Jessel, Molly Mantle (Bar Rep)

* Everyone survived the first bop of term (including us)
* The BIG BOARD GAMES BASH also went well (we bought Twister and people came)
* Will be buying disposable cameras for use at bops (to later decorate the bar with the photos)
* Molly – helped us out with the events, has been out on the hunt for bar recommendations and complaints, college drink competition, will arrange a meeting with Ervist next week to talk about improving the bar

LGBTQ+ Rep - Max Gregory

* Planning events to be held throughout the term
* Thinking about how to approach college regarding out-of-term welfare support

International Rep – Raluca Sbirnea

* Ordered Chinese food in the JCR for Chinese New Year
* Had a meeting with Robert Lewis regarding installing CCTV in storage, was not allowed to bring in an expert to tell me exactly how many cameras would be necessary and how much it would cost; was told to speak to the bursar, to whom I am in the process of writing a letter
* However, I was met with hostility to the idea, so I am expecting the same kind of reluctance to install CCTV from the bursar
* Currently researching the alternative (cost/benefit wise) of creating a form through which students can ask for free plastic boxes and locks, alternatively just locks if they already have plastic boxes or suitcases on which the locks can be used
* We can ask for college to pay for this, or can contribute with the JCR Int Rep budget (half/half maybe?)
* the boxes and locks would remain with college and be stored in the committee room when unused
* Have found a few different alternatives for the scales to leave in the jcr at the end of term so people can weigh their luggage – unsure which to order due to cost

Charities and Community Rep - Tom Parsons

* Submitted application form to college for comedy night for the 10th of March (8th Week)
* Ordered sample of college fleece – should arrive Monday for checking with college and then photographing for purchase form
* Contacted Fever Rep for Tuesday of 3rd Week Charity Event – 50% of money made from selling tickets will go to college charity
* Charity Formal – Pink Week

Environment and Ethics Rep – Laetitia Dewavrin

* Made a spreadsheet for dresses
* Made a group for the Environment and Sustainability society
* Paper towels – emailed maintenance
* Garden party meeting
* Sent out introductory email
* Food waste reps have been found + meeting with Colin Bailey arranged
* Meeting with interim bursar and accountant about investment committee/divestment and setting climate policy for college
* Answered some qs for an article in the OxStu
* Reviewed hall survey responses & compiled a document to show college

Sports and Societies Rep - Peter Tompkins

* Continued discussion with Clare college, asked for the application they used to get college funding last year to use as leverage with college to hopefully extrafunding
* Requested quotation from local bus company – Heyfordian coaches
* Sorted out Sports and Socs Mail

Careers and Academic Affairs – Connor Wright

* Organised Careers Service pop-up information session for 7th Feb
* Contacted careers adviser affiliated with St Hugh’s regarding CV talk
* Researched university societies to create society contact list

Director of Digital Operations (DoDO) - Alex Goldie

* JCR projector - have looked into some Amazon options in the £400-500 price range. Want to sort before the Taylor swift documentary so we can christen it when that's out hopefully.
* Posted the menu with a well received review - emailed college to get them to send me menus when they're made (same time as VP) so I can post them earlier
* Look into buying games for the wii/ps4 and new controllers \*from last week still need to do\*
* Some of the Wii remotes seem to be missing so I'll try to find them this week

Freshers’ Rep – Zaynab Sarguroh

* Email about Freshers’ Sub-Committee has been sent!
* Will hopefully have all the positions filled in by Saturday
* Aim to organise a meeting to get everyone started by mid 3rd week

Minutes:

Gerry ‘VP and Treasurer rent negotiations whether anyone else wants to be on it, get in touch at a a later point’

Rebeka ‘whether the budget should be advertised in meetings so that we don’t have to spend all the money right now’

Alex- ‘£440 projector, before the Taylor Swift documentary comes out, post the links to see if there are any issues’

Laetitia ‘gum tree, cheaper ones’

Alex- ‘secondhand projectors don’t know how much they have been used. And if the bulb blows would cost more’

Gerry- ‘other alternatives if they’re not satisfied, how important is t swift documentary’

Ruby- ‘Jess do you want to watch the swift documentary’

Jess- 31st Jan

Richard- ‘£400 for projector but it can be changed around.’

Gerry- up to maximum number on all of the...

Richard ‘buffer level around £2000’

Gerry ‘College want us to get rid of the buffer’

Aaron ‘need it if something goes wrong’

Gerry ‘impact subsidies if we fund projector or other projects that might come up’

Ruby ‘budget for sofas’

Richard ‘how much’

Ruby ‘we don’t know yet’

Gerry ‘lack of sofas’

Ruby ‘Mags looking for foam, set aside some budget for that’

Peter ‘sofas in other jcrs’

Jessel ‘they’re horrible’

Ruby ‘she wants us to go 50/50’

Richard ‘revamping the JCR, how much money would need to be set aside?’

Aaron ‘welfare, layout of the JCR- little floor plan where the sofas could best be placed, each sofa could sit etc, printout on the wall and stuff can go back to the position after events- ideal for welfare tea’

Gerry ‘helpful to discuss with Mag’

Ruby ‘tables as well’

Jess ‘blowing off tables too quickly’

Ruby ‘huge table for welfare’

Jess ‘JCR is underused people don’t sit there, College offering to make it social we should think more about it’

Gerry ‘structural look of building, can’t work if there are tables’

Laetitia ‘talk and do work is the lobby which is small’

Max ‘lobby is more of a social space than jcr’

Aaron ‘they’ll knock it down so there is a point should be nice etc’

Laetitia ‘meeting with bursar, won’t be knocked down for a long time, setting a date for the next few months so we can ask college to spend money’

Jess ‘not just layout, if it doesn’t look like a group setting, maybe we should think about other things e.g. coffee machine, different temperature’

Gerry ‘create a survey on JCR’

Raluca ‘beef with the porter, write a letter to bursar for CCTV in storage, we should all discuss what to write, have to tell them there have been problems bcos no formal complaints made, price so can’t do that without getting people in storage’

Max ‘photographs and measure it yourself’

Raluca ‘i guess I could’

Connor ‘entry points?’

Jess ‘JCR survey to get people to come forward’

Alex ‘past JCR fb pages find posts relating to stealing from storage’

Raluca ‘benefits of CCTV’

Gerry ‘may not be sympathetic’

Raluca ‘forum for plastic policies, hand it back to college after can be stored in committee room, reusable for a long time. Difficult to find locks at the front of boxes. Money from international rep boxes would we have enough money. College providing compensation maybe 50/50.’

Gerry ‘how much’

Raluca ‘shouldn’t be more than £15, I have 8 boxes, international students have 5’

Gerry ‘when stuff has been stolen, it’s a box rather than people searching through’

Max ‘if someone has a lock then it’s a deterrence’

Laetitia ‘cctv would stop people stealing’

Alex ‘if someone has stolen your stuff, the video is already gone’

Tom ‘not just practical but as a deterrent’

Raluca ‘having one by the entrance would work’

Alex ‘any other colleges with storage’

Raluca ‘idk’

Gerry ‘should send letter but concern about college could agree and save money and say that this impacts their ability to negotiate rent’