



Quins Supporters' Association

[www.quinssa.org.uk](http://www.quinssa.org.uk)

To: Chris Clements, Scott Cooke, Duncan Franklin, Lyn Gadd, Sarah Gladstone, Lou Hopkins, Adrian Jobling, Warren Kennedy, Chris Munton, Steve Scott, Emma Stewart  
From: Sarah Gladstone.

28<sup>th</sup> September 2103

**Minutes for Committee meeting held at 12.30 on 28<sup>th</sup> September 2013  
in the Debenture Bar, Twickenham Stoop**

Minute taker - Sarah Gladstone

1. Apologies - Duncan Franklin
2. Minutes of last meeting (13<sup>th</sup> April)  
Minutes accepted.
3. Events
  - 3.1 PRL Event
  - 3.2 Dinner Jan/Feb
  - 3.3 Referees assessor
  - 3.4 HOPA Event
  - 3.5 Shooting Star Collection
4. Finance
  - 4.1. Overall position - current and deposit  
Current account £8632.87  
Deposit account - £16888.7
  - 4.3 Academy fund - £56.15
  - 4.2. PayPal - Empty
5. Sponsorship/Member Benefits
  - 5.1. Etihad  
On-going
  - 5.2. Greene King  
On-going
  - 5.3 DHL  
SS to contact
6. Merchandising
  - 6.1. Car stickers  
On-going
  - 6.2. Carry Around/-display  
More on order with new logo & display ordered
  - 6.3. Merchandising to be looked into for Christmas 2013
7. Membership

- 7.1. Current situation / renewals  
1473 Currently paid up, 299 to re new
- 7.2. New logo - what needs changing
- 7.3. Tickets - Clermont  
134 tickets sold
- 7.4. Tickets - Racing Metro  
Tickets applied for
8. Communications
  - 8.1. Non-email members progress  
Pat Scott volunteered to help with this
  - 8.2. Match day programme article  
SS to continue but CM to do 12/10/13 against Scarlets
  - 8.3. Minutes summary on website  
On-going
  - 8.4. Social Media  
CC to liaise with DF/SC re new ideas for mailer/website/FB
  - 8.5 Rota  
New rota to be issued
  - 8.6 Display cabinets  
New posters introducing committee
  - 8.7 MDS  
New poster for MDS
9. Communication with club
  - 9.1. Club liaison  
Quins have agreed to put Quinssa logo/information on the big screen  
Quinssa stand is to be put on the stadium map  
Chair to be interviewed on Quins TV  
Chair attending official opening of Surrey Sports Ground
  - 9.2. Stadium issues - progress report  
On-going
  - 9.3. Quins 150<sup>th</sup> Anniversary  
Ongoing
10. Coaches / Travel
  - 10.1. Financial  
Some interest in a coach for Newcastle game
11. Charity  
Ed Spokes is running the 2014 marathon, charity to be decided, can we publicise this to get sponsorship.  
Member Nigel Newport has asked us to publicise his charity bike ride which he has already done.
12. Any other business  
SS to write up synopsis of meeting with DE
13. Date & Venue of next meeting  
26<sup>th</sup> October at 12.00

- February - Tables at Players' Awards Dinner
- March - organise AGM for June (note: membership needs minimum 21 days' notice of AGM date)
- March - decide at what point new memberships run through to "next" year
- March - Committee "liaison" meeting with club management for May
- March - Organise "off season" events
- April - Calendars for next year
- May - order season ticket flyers PLUS a few extras for Quinssa use
- Bucket Collection
- June/July after AGM - organise meeting for new committee date TBA
- June/July after AGM - new bank mandates and banking procedures - passwords etc.
- Aug/Sept - first committee meeting - plan events:
- Meet the management / ref / coaches / DoR / etc.
- Rugby for Dummies
- Meet the judges
- Visit to training facilities
- HOPA event
- September - Discuss potential items for Christmas merchandising
- September - organise Quinssa survey
- October - Shooting Star Toy Appeal for Christmas
- December/January - Nick Duncombe memorial flowers - nearest match to 21<sup>st</sup> January (his birthday)