

Minutes for Committee meeting held at 12:00 on 15th December 2012
in the Debenture Bar, Twickenham Stoop

1. Apologies : Steve Engel, Emma Stewart
2. Minutes of last meeting (3rd November 2012)
3. Events
 - 3.1. Evening before the Judge Feedback
Approximately 93 people attended, all feedback very positive.
£350 to be donated to HFH on behalf of Judge Jeff Blackett
 - 3.2. An Evening With Will Greenwood - Ongoing
 - 3.3. An Evening with Jason Leonard -Ongoing
 - 3.4. Visit to Training Ground
Two sessions booked for 27th December am & pm
 - 3.5. Meet The Coaches/Recent Law Changes
To be about video review as well as law changes, planned for 2nd week in February
 - 3.6. Shooting Star Appeal/Party
Large number presents taken to party, pictures on Twitter & in programme.
 - 3.7. New Event - Contact the PRL
4. Finance
 - 4.1. Overall position
Current £11367.89
Deposit Account £16882.48
Connacht & Zebre £912.16
Lynne Gadd's Jewellery £580
 - 4.2. Academy fund
£4220.48
 - 4.3. Paypal
Account stands at £459.76
5. Sponsorship/Member Benefits
 - 5.1. Etihad
 - 5.2. Greene King £50 Loch Fyne voucher & beer still to use as prizes
 - 5.3. Signed shirt given to SS - check with museum custodian if wanted
6. Merchandising
 - 6.1. Car stickers - Selling slowly
 - 6.2. Display Cabinets
 - 6.3. Carry Around-display - Ongoing
7. Membership
 - 7.1. Current situation / renewals - 1095 current members
8. Communications
 - 8.1. Non-email members progress - ongoing
 - 8.2. Match day programme article - ongoing
 - 8.3. Minutes summary on website - ongoing
 - 8.4. Facebook site - ongoing
 - 8.5. Rota - to be re-issued
 - 8.6. Business Cards - ongoing
9. Communication with club
 - 9.1. Club liaison -
Rebecca Metcalfe is the new merchandising contact
 - 9.2. Quins 150th anniversary - Nothing to report
10. Coaches / Travel
 - 10.1. Financial - Currently £472.73 down
 - 10.2. Biarritz - So far 260 people registered
11. Charity
 - 11.1. SERV - Article for mailer - ongoing
12. Player signatures - Ongoing
13. Nick Duncombe Flowers - To be placed on memorial on 26th January
14. Any other business

The following items are established annual events or tasks:

- 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 21st January (his birthday)