

**Minutes of Committee meeting held at 12:00 on 15<sup>th</sup> September 2012  
in the Debenture Bar, Twickenham Stoop**

**1. Apologies**

None

**2. Minutes of last meeting (21<sup>st</sup> April 2012)**

Minutes of last meeting were approved.

**3. Events**

- 3.1. AGM / Meet the Management – 13 Jun Feedback  
Highest attendance for an AGM exceeding last year's attendance.
- 3.2. Quinssa summer party – 24 June Feedback  
Feedback generally positive
- 3.3. PAD – 13 May Feedback  
Quinssa members had 3 tables at the dinner
- 3.4. Pre-season Quinssa Dinner Feedback  
Feedback very positive. some people were disappointed that there weren't more first team players however some thought it was a good opportunity to meet some of the academy players.  
SS
- 3.5. Cricket match Update –Ongoing  
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**4. Finance**

- 4.1. Overall position – current and deposit  
Current account £16,882.09  
Deposit account £6440.00
- 4.2. Academy fund  
Currently £1553.90
- 4.3. Paypal  
£1131.78 currently in Paypal account
- 4.4. Suggested that committee members should have Insurance cover under a Directors & Officers policy. This was put to the committee & agreed that it should be arranged. Likely to be £300-£500/anum

**5. Sponsorship/Member Benefits**

- 5.1. **Etihad**  
Continue to be supportive of Quinssa
- 5.2. **Greene King**  
New Greene King contact
- 5.3. **LV=**  
Ongoing
- 5.4. **London Remembers**  
£1000 was donated for the End of Season Dinner

- 5.5. **Majestic wine**  
Ongoing

## 6. Merchandising

- 6.1. **DVDs**  
Ongoing
- 6.2. **Car Stickers**  
Have been approved.
- 6.3. **Promotion of merchandise, flyers on bars, etc.**  
To be put in the new display cabinets.
- 6.4 **Carry Around**  
Continue to sell.

## 7. Membership

- 7.1. **Current Situation / Renewals**  
861 members paid up approx 260 yet to renew  
September will be the cut off date for renewal, after that date Emails will be stopped.  
Update on membership drive;  
Membership drive was very successful with membership now over the target of 1000
- 7.2. **Renewals reminder**  
Final reminders about renewals to be sent out

## 8. Communications

- 8.1. **Non-email members progress**  
Continue to try to get email addresses from all members
- 8.2. **Match day programme article**  
First home game of the season we had a 4 page spread in the Programme. Request more pages on a regular basis, including a membership form
- 8.3. **Minutes summary on website**  
Ongoing
- 8.4. **Facebook site**  
Going ahead.
- 8.5. **Quinssa survey**  
It was agreed that this should be repeated two years after the first one.

## 9. Communication with club

- 9.1. **Club liaison**  
Continue as currently
- 9.2. **Stadium issues – progress report**  
Notice boards to be installed around ground this week.
- 9.3. **Quins 150<sup>th</sup> anniversary**  
SS attended meeting on behalf of Quinssa.

## 10. Coaches / Travel

- 10.1. **Financial**

WK

	Slow up take for Exeter & so far only just over 20 booked on the coach for Leicester	
10.2.	<b>Bath Away</b> (tickets only)	SC
10.3.	<b>Connacht</b>	SC
10.4.	<b>Zebre</b>	SC

## **11. Charity**

11.1 **Quinssa Academy Fund appeal -**  
Ongoing

## 12. Player signatures

Steve Engel to contact club for copies of players signatures to publish on website to enable identification,

## 13. Any other business

### Quinssa Evening Events

13.1 Meet The Judge

13.2 An Evening With

Make contact with Will Greenwood to see if he would be willing to talk to Quinssa members at an evening event

13.3 Visit to training ground

13.4 Meet the coaches/update on recent law changes

## 14. Date & Venue of next meeting

14.1 Saturday 3<sup>rd</sup> November at 14.00

The following items are established annual events or tasks:

- February - Tables at Players' Awards Dinner
- Feb/Mar – 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
- 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:
- October – Shooting Star Toy Appeal for Christmas
- December/January - Nick Duncombe memorial flowers - nearest match to 21<sup>st</sup> January (his birthday)