

Minutes of Quinssa Committee Meeting Sunday 27th November 2011

Present: Scott Cooke, Sarah Gladstone, John Hartley, Warren Kennedy, Steve Scott, Emma Stewart.

1. Apologies: Sue Clayton Smith, Duncan Franklin

2. Minutes of the previous meeting (15.10.11)

Minutes accepted.

3. Events

3.1 Visit to Training Ground

Visit to training ground, next year. Ongoing

WK

3.2 Meet The Ref- Wayne Barnes

So far 54 people have registered interest. Cheque plus proceeds of raffle to Wayne's Charity.

ES

3.3 Meet Conor

Ongoing.

JH

3.4 Rugby For Dummies

Ongoing, moved to May 2012

SS/DF

3.5 Meet The Coaches / Video Analysis

Ongoing, planned for March 2012

SCS

3.6 Meet the Judges

Ongoing, planned for May 2012

SC

3.7 A.G.M.

Ongoing, will be in June 2012

JH

3.8 End of Season Dinner

Ongoing

ES

3.9 Nick Duncombe Flowers

To be placed on memorial on 14.1.12

SG/SS/ES

4. Finance

SS

4.1 Overall Position

Current Account £10,256

Deposit Account £6870

Approximately £1,200 owed to Westbus

4.2 Academy Fund

Currently stands at zero

4.3 Paypal

Not known

DF

5. Sponsorship/Member Benefits

5.1 Ethihad ongoing

SS

5.2 Greene King Ongoing

SS/WK

5.3 LV= ongoing

SS

6. Merchandising

6.1 H Cup T shirts -remove

6.2 Calendars

April 2012

ES

6.3 DVD's

Ongoing, money going to the academy

DF

6.4 Car Stickers

Minimum order of 250, ongoing

WK

6.5 Quinssa Logo	
Ongoing	JH
7. Membership	
Membership currently stands at 892 with 6 yet to renew	SC
8. Communications	
8.1 Christmas Drinks	
Arranged for 7pm onwards at The Royal Oak in Twickenham. Quins staff Also invited .	ALL
8.2 Stand Rota	
Ongoing	SCS
8.3 Non email Members	
Contact all to check if they now have email access -ongoing	DF/SC
8.4 Matchday Article	
SS to continue -ongoing	SS
8.5 Minutes	SG/DF
To be done.	
8.6 Facebook	
Carried forward	SC
8.8 Quinssa Survey	
Process results & feedback to those who requested it. For the results to be valid, survey needs to be repeated in 12 months. The committee wished to thank Emm for all her hard work with the survey	ES
9. Communications with the Club	
9.1 Club Liaison	
Ongoing – invited to Christmas drinks on 21.12.11	
9.2 Stadium Issues	
Sarah Roberts has said that there is to be a tender for the work to be done to the stadium	JH
10. Communications With Other Clubs	SCS
Ongoing	SCS
11. Coaches/Travel	
11.1 Financial & Pricing For 2012	
So far loss of £3.73 down, Bath coach was profitable	WK
11.2 Toulouse	
264 tickets confirmed for Toulouse away game The committee would like to thank Scott for all the hard work involved In arranging tickets	SC
11.3 Connacht	
Ongoing, after Toulouse away game date will be confirmed	SC
12. Charity	
12.1 A Games Bucket Collection	
Ongoing	JH
12.2 Shooting Star	
Possibility of collection for Easter	ES
13. A.O.B	
None	
14. Date of Next Meeting	
Saturday 28 th January at 12 noon	ALL

The following items are established annual events or tasks

- January – decide and arrange HOPA activity
- February – Tables at Players' Awards Dinner
- February – Shooting Star Toy Appeal for Christmas
- 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
- 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.
- October – organise Quinssa survey
- December/January – Nick Duncombe memorial flowers – nearest match to 21st January (his birthday).