

Minutes of Quinssa Committee Meeting Saturday 3rd September 2011

Present: Sue Clayton-Smith, Scott Cooke, Duncan Franklin, Sarah Gladstone, John Hartley, Emma Stewart, Steve Scott

1. Apologies: Warren Kennedy

2. Minutes of the previous meeting (7.5.11)

Minutes accepted

3. Events

3.1 Pre Season Dinner

Total cost to Quinssa £177.56, all monies now paid out.

3.2 Visit to Quins Training Ground

Carry forward

WK

3.3 HOPA Event

Remove from future minutes, to be revisited at a later date

DF

3.4 Evening With David Ellis & David Morgan 20th October

Approximately 15 people booked so far

DF

3.5 Schedule For Other Events

Meet the ref – Wayne Barnes Nov 2011

ES

Meet the Coaches & Video analysis –Ed Spokes March 2012

SCS

Meet the judges May 2012

SC

AGM – Connor June 2012

JH

End of season dinner July 2012

ES

4.0 Finance

4.1 Change of bank account

Carry forward to after next AGM

JH/SS/SG

4.2 Overall Situation

Current Account £6263

Deposit Account £6875

4.3 Academy Fund

Academy Fund Zero, funds donated after EOS dinner

4.4 Paypal

£645.23 (not included in above)

5.0 Sponsorship Member Benefits

Sponsors to be approached ref new events

SS

6.0 Merchandising

6.1 T Shirts for foreign trips

DF/ES

6.2 "Teet" T Shirts contributions

£1.00 per shirt, all monies to go to the academy

6.3 DVD's ongoing, £5 donation suggested

DF

7.0 Membership

7.1 832 members in total

111 to renew as of 7.5.11

JH(SCol)

8.0 Communications

8.1 Stand Rota

Publish to committee members

8.2 Members – Weekly email/monthly mailer

Ask non email members if they have email access

SC

8.3 Matchday programme article

SS to continue but JH to do Sale & London Irish games whilst SS is away

SS/JH

8.4 Minutes on website

Done

SG/DF

8.5 Facebook site

SC to update & show committee at next meeting

SC

8.6 Upstands

Four new ones have been made. One for Debenture holders bar, 2 for East Stand bar
1 Members bar

9.0 Communication With Club

9.1 Club Liaison

New contact, replacement for Jenny Wistanley is Sarah Roberts.

9.2 Bird Droppings

To be discussed with Sarah Roberts.

JH

9.3 Information Point Fliers/Notice Boards etc.

This will be done during the summer according to Jenny Winstanley

JH

9.4 End of Season "Club" Meal

Ongoing

ES/SG

10.0 Communication With Other Clubs

Carry forward

SCS

11.0 Coaches/Travel

11.1 Bath Coach

Check price for late Bath coach, check interest

WK

12.0 Charity

12.1 Quinssa request for bucket collection

Request for bucket collection for Academy funds to be carried forward

JH

13.0 A.O.B.

13.1 Regular events diary – see below

13.1.1 Quinssa survey

To be designed & sent out to members

ES/SG

13.2 Calendars, ES to speak to Angela

ES

14.0 Date & Venue of Next Meeting

Saturday 15th October 12pm in Debentures Bar

ALL

The following items are established annual events or tasks

- January – decide and arrange HOPA activity
- 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
- 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.
- September – Calendars for next year
- September – organise Quinssa survey
- October – Shooting Star Toy Appeal for Christmas
- December/January – Nick Duncombe memorial flowers – nearest match to 21st January (his birthday).