

To: Scott Cooke, Duncan Franklin, Lyn Gadd, Lou Hopkins, Adrian Jobling, Warren Kennedy, Chris Munton, Steve Scott, Robert Steers, Emma Stewart, Geoff Sykes

From: Lyn Gadd

Summary Quinssa Committee Meeting Minutes

Date and Time: November 27th 2016 @ 11.00

Location: The Wakefield Room

Agenda Item	Resp.
<p>1. Apologies Duncan Franklin, Adrian Jobling, Warren Kennedy, Rob Steers, Emma Stewart Rob Steers has resigned from the committee. The committee wish him good luck for the future</p>	
<p>2. Minutes of last meeting (8/10/16) Agreed</p>	
<p>3. MDS 3.1 Update The organic growth of the supporter support to date is excellent. This is recognised by the club and noted in the Debenture newsletter. Club to be encouraged to include these comments in the weekly email that they send out and not just the Debenture newsletter. CM to pursue the issue of support and the bears at the Big Match</p>	CM
<p>3.2 Shirts for Timisoara and Stade Shirts purchased, CM to purchase 3 flags to accompany the shirts</p>	CM
<p>3.3 Recognition for Seb CM to pursue</p>	CM
<p>4. Communications with the Club 4.1. Meeting with David Ellis – outstanding items Quins 5 year plan and Stoop Development plans – DE to present at the next meeting</p>	SC
<p>4.2. Quins 150th Anniversary SS attended a review meeting called by Bob Hiller. Club were very happy with the dinner/dance and the support for the Maori game.</p>	SS
<p>5. Events Update 5.1 Nigel Owens Contact made via twitter, DF to pursue.</p>	DF
<p>5.2 Blues Smokehouse 65 to date. Wrist bands to be given out at today's and Timisoara games.</p>	SC
<p>5.3 Technical event at Guildford Arranged for 29th December. Advertised on mailer. Responses to ES.</p>	ES
<p>5.4 Other Events LG to join social sub group with GS and AJ. Meeting to be held soon to arrange events for the rest of the season taking into account comments from survey.</p>	e GS, AJ, LG

<p>6. Finance 6.1 Overall Position – current and deposit Current £11021.05 Call £16,915.54</p>	
<p>7. Merchandising 7.1 Drinks Carriers New stands and carriers with 150th logo are selling well</p> <p>7.2 Pens/Car Stickers Selling slowly</p> <p>7.3 Badges and Buttons Selling well – 10 sets of silver and 10 sets of gold acquired</p> <p>7.4 150th Membership Badges SC has design that will work on a badge – to order for new year.</p> <p>7.4 Other Quinssa Merchandise WK investigating Quinssa Bam-bams</p> <p>ES has two potential types of Quins bins – costing being sought</p>	<p>SC</p> <p>WK</p> <p>ES</p>
<p>8. Membership 8.1 Current Membership/Renewals Current Membership 1315 Paid up 1270 members with 45 still to renew. Approximate reduction of 600 – SS to approach club for a plug in the weekly email</p> <p>8.2 New Membership System SS to bring laptop to next few home games</p>	<p>SS</p> <p>SS</p>
<p>9. Communications with Members 9.1 Website Update Needs to be updated – all to send required changes to DF & SC.</p> <p>9.2 Mailer Update The length of the mailers was discussed together with the comments from the survey.</p> <p>9.3 Social Media Update SC to continue to manage Facebook. GS to take over twitter. SC to discuss with RS.</p>	<p>All</p> <p>SC, DF</p> <p>GS</p>
<p>10. Coaches/ Travel/Overseas tickets 10.1 Coaches/Travel Leicester coach ran at a loss. Next coach Worcester away for LV cup – will only run if sufficient demand</p> <p>10.2 Timisoara 219 currently signed up for tickets. The tickets are free</p> <p>10.3 Overseas Tickets The tickets for the Stade game have not been released yet – expected next week.</p>	<p>LH, WK</p> <p>SC</p> <p>LG</p>
<p>11. AoB 11.1 Membership survey The committee thanked GS for his excellent analysis of the survey. GS to produce a list of recommendations. GS to produce a note for the mailer thanking everyone who contributed and stating the action to date</p> <p>11.2 Display Cabinets Cabinets have been refurbished. SC to change Committee posters.</p> <p>11.3 Use of Quinssa funds & Beneficiary of donations in 2016/7</p>	<p>GS</p> <p>GS</p> <p>SC</p>

<p>SS to set up a sub-committee to propose the use of current funds and the beneficiarie(s) of raffles and donations this year. The recommendations from the survey to be taken into account.</p>	SS
<p>11.4 Shooting Star appeal Presents being collected but not as prolific as previous years. Shooting Star to be asked for feedback and photos so we can publish these to our members</p>	ES
<p>11.5 Nick Duncombe Memorial appeal LG to purchase flowers</p>	LG
<p>11.6 High Wycombe Rugby Club This club is currently allied to Wasps but would like to change their allegiance to Quins. They would like a signed shirt to raffle which they will pay for.</p>	SS
<p>11.8 Timisoara Home game SS to purchase Mince pies or similar to give out at the stand on this last game before Xmas</p>	SS
<p>12. Date and Venue of next meeting 7th January at 11.00 before the Sale game in the Wakefield room. CM to organise room.</p>	CM