

Summary Quinssa Committee Meeting Minutes

Date and Time: January 12th 2019 @ 11.00

Location: The Wakefield Room

From: Lyn Gadd

Attendees: Kay Capon, Scott Cooke, Duncan Franklin, Lyn Gadd, John Heigham, Lou Hopkins, Chris Munton, Steve Scott, Geoff Sykes,

Apologies: Warren Kennedy, Pat Scott, Emma Stewart

| Agenda Item | Resp. |
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| 1. Minutes of last meeting (4/11/18) Minutes Agreed | |
| 2. Meeting with DE Summary at the end | LG |
| 3. Finance 3.1 Overall Position – current and deposit Paypal : 1181.03 Current : £6536.07 Call : £20,940.97 Total: £28,658.07 Lyn's Merchandise incl. in Current: £244.10 | |
| 4. Communications with Members 4.1 Website Update All to review their summary personal description and update as necessary | All |
| 4.2 Mailer Issues with members deleted because of GDPR but re-join – cannot reinstate someone on Mailchimp with the same email address LH investigating ways of circumventing this | LH |
| 5. MDS 5.1 Update CM, JH and KC to discuss. KC has put a playlist on her phone for Agen | CM JH, KC |
| 6. Events Update 2017/18 6.1 Rugby over the decades 92 signed up to date. LG to email participants: Ugo, Bob H, Billy Bushell, Neil Edwards, Luke James(Academy) and Ellie Miles (ladies) LG/GS to liaise and organise 6.2 Evening with Paul Gustard - GS discussing dates with Levi for end of March, beginning of April 6.3 Surrey Sports Park Not so many attended but an excellent event 6.4 Evening with Nick Evans Awaiting Paul Gustard date before organising | LG LG/GS GS |
| 7. Raffle Prizes and Sponsorship 7.1 Raffle prizes Raffle prizes received from Levi | GS |

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| Raffle prizes received from Romero CM to purchase ball for Rugby through the Decades for participants to sign | SS CM |
| 8. Merchandising Beer carriers received | SC |
| 9. Membership 9.1 Current Membership/Renewals 2018/19 1321 members | |
| 10. Coaches/ Travel 10.1 Coaches Discussed with DE | |
| 11. AoB 11.1 Display Cabinets SC to update Display cabinets 11.2 Agen update 165 tickets sold with 160 attending meal. LG to send out tickets tomorrow LG to take Beer Carriers and Quinssa badges 11.3 Marketing Quinssa SC to organise printing of new leaflets with new marketing info SC to discuss possibility of sending marketing info to all Quins season ticket holders to encourage membership 11.4 Raffle ticket number generator SS has organised updating of spreadsheet to project results onto the screen. To be used at Rugby through the decades event. Developer to be invited to a game with his wife and entertained. 11.5 Future Hope Charity SS contacted Mark Lambert to ascertain possibilities for donations as suggested at the AGM – Mark Lambert currently on Paternity leave 11.6 Shooting Star Collection via BACS with Quinssa as a reference ES to ascertain amount collected. Charity for next Xmas to be reviewed as response from Shooting Star non existent 11.7 Donations to the Academy LG contacted Tony Diprose to ascertain what the £3,000 donated to the Academy has been spent on and whether there is anything that can be done for the boys that will not contravene the salary cap. Donation has been spent on travel supporting 3 young promising players plus an App which supports keeping contact with Academy players. Details to be sent out via the mailer 11.8 Nick Duncombe's flowers LG to buy for Sarries game SS to provide the sign 11.9 Liaison with Quins re Seb Adiniran-Olule Raffle SS to contact Levi 11.10 Date for membership to be until 2020 1/3/19 was agreed | SC LG LG SC SC SS SS ES All DF LG SS SS LH |
| 12. Date and Venue of next meeting LG to propose mid week date mid-March as Gloucester home game starts at 13.00 | LG |

Summary of issues discussed with DE

Bar Staffing

Compass supply a staff to a number of local venues (Twickenham Stadium, Kempton Park, Sandown Park, Epsom as examples) and Compass staff who live locally to The Stoop often accept work at these venues as they are longer shifts (sometimes 2 days) so they would prefer to do this rather than

a few hours at The Stoop. This means Compass have to source staff from further afield at times to meet their contractual obligations. DE said he would like to have familiar experienced faces behind the bars on match days and that they had tried many incentives to encourage staff to return to the Stoop. DE was happy to work with Quinssa and Compass to ascertain whether members friends or family who would like to work behind the bars.

Event Issues

SC raised the following points with David with regards to NO event, but there is no action for him as this has already been discussed with Hayley.

- PA system, all roving mics set up on the same channel causing interference.
- Food – this needs further discussions so that food can be provided for the required number of people at the correct time

Bursary communications

Although DE hadn't seen the comms sent out, he apologised and was very disappointed as all comms such as this have strict guidelines, one of which is a comment/quote from supplier/sponsor. DE proposed that we work on a follow up with the girls receiving the bursaries. LG to contact Anne McCarthy.

Army vs Navy game

Game has been changed to Friday night(3rd May) so it does not clash with the Army vs Navy game. This is a shame as it is the last home premiership game of the season.

Merchandise

Due to the licensing agreement that the club has with Addidas, we are unable to source and sell Quinssa branded clothing.

Zeelo coaches

Lack of early advertising and late cancellation of coaches was discussed as this is causing major issues. The issues with the Zeelo website were also discussed as it is very difficult to find the booking area for away matches. DE to pass on comments.

Stadium update

No significant update to details already shared, but the club are working closely with the council to ensure that the stadium is part of a future sustainable community.