

Summary Quinssa Committee Meeting Minutes

Date and Time: May 22nd 2019 @ 19.00

Location: The Cabbage Patch

From: Lyn Gadd

Attendees: Kay Capon, Lyn Gadd, John Heigham, Lou Hopkins, Warren Kennedy, Chris Munton, Steve Scott, Geoff Sykes,

Apologies: Scott Cooke, Duncan Franklin, Pat Scott,, Emma Stewart

Agenda Item	Resp.
1. Minutes of last meeting (13/4/19) Minutes Agreed	
2. Finance 2.1 Overall Position – current and deposit Paypal : £1,663.98 Current : £11,215.78 Call : £20,944.41 Float £10 Total: £33,834.17 Lyn's Merchandise incl. in Current: £279.10 Academy Donations incl.in current £5,607.92 (£6,000 will be presented at the pre-season dinner) Amount includes £2455 for dinner, £10K running expenses & 8K for ladies bursaries £7,000 excess: Discussions are underway re the use of this money with Mark Lambert & Furure Hope and the Quins Amateurs	SS CM
3. Communications with Members 3.1 Website Update SC to provide a Quinssa marketing summary including this year's events and overseas games. 3.2 Mailer Issues with members deleted because of GDPR has been resolved. Over the summer we aim to produce mailers once a month.	SC, DF
4. MDS 4.1 Update JH/KC to progress over the summer	JH/KC
5. Events Update 2017/18 5.1 Quinssa end of season dinner ES managing Gussy to be invited as a guest with his wife, other coaching staff also to be invited, KC collecting votes for awards PS ordering frames for photos DF printing photos of awards winners LG ordering balloons, creating and printing menus & producing lists of raffle prizes Wayne MacDonald will take photos at the event Proceeds of the raffle to be split between the Academy and Future Hope	ES KC PS DF LG

<p>5.2 Meet up in pub An informal get together in a pub in Twickenham to be organised before the start of next season</p>	LH
<p>5.3 Events for next year Olly Kohn has offered to do a Life after Rugby event – GS to contact for next year</p>	GS
<p>6. Raffle Prizes and Sponsorship 6.1 Raffle prizes GS has received a large number of items from Levi for Raffle prizes. SS will donate a Google speaker</p>	GS SS
<p>7. Merchandising SC to undertake a Stock Check of merchandise LG to produce bottle holders to advertise to members</p>	SC LG
<p>8. Membership 8.1 Current Membership/Renewals 2018/19 1343 members 2019/20 599 signed up plus 258 renewals/new members just received from Quins</p>	
<p>9. Coaches/ Travel 9.1 Coaches WK to discuss issues with Zeelo with Levi</p>	WK
<p>10. AoB 10.1 Display Cabinets To be updated next season 10.2 Marketing Quinssa SC to produce A3 laminated sheets for the stand and Display Cabinets with new agreed details CM to discuss with HoPA and the Amateurs. 10.3 Tony Diprose departure LG awaiting response from Levi re new link for Academy donation and ladies bursaries 10.4 Roles and Responsibilities next season All to email SC with their preferred Roles and Responsibilities for next year A manager of social media is required and will be advertised in the mailer , 10.5 Liaison with Quins re Seb Adiniran-Olule Raffle SS to contact Mark Lecki 10.6 Shooting Star There has been no recognition of Quinssa's involvement in supporting Shooting Star. Discussion needs to take place nearer Xmas as to whether we continue to support them or another charity. 10.7 AGM The proposed date for the AGM is 30th October (The last date it can be held). GS to ascertain whether Gussy would be willing to be the guest speaker at the AGM. Members do not return from Japan until 22nd October and notices of the AGM need to be sent out before members go to Japan (mid-September).</p>	SC SC CM LG All SS GS
<p>11. Date and Venue of next meeting Tuesday 10th Sept. at the Cabbage Patch. LG to organise</p>	LG