

Quinssa Committee Summary Meeting Minutes

**Date and Time:** Sept 10th 2019 @ 19.00

**Location:** The Cabbage Patch

**From:** Lyn Gadd

**Attendees:** Kay Capon, Scott Cooke, Duncan Franklin, Lyn Gadd, John Heigham, Lou Hopkins, Warren Kennedy, Chris Munton, Pat Scott,,Steve Scott,

**Apologies:** Emma Stewart, Geoff Sykes

Agenda Item	Resp.
<b>1. Minutes of last meeting (5/5/19)</b> Minutes Agreed	
<b>2. Finance</b> <b>2.1 Overall Position – current and deposit</b> Paypal : £2078.34 Current : £3247.66 Call : £15446.92 Float £0 Total: £20,772.92  <b>2.2 Membership payments via Quins</b> Currently membership payments from Quins are not being received. SS to discuss with James Swanson. Quins are charging VAT on membership fees collected – JH to investigate	        SS JH
<b>3. Communications with Members</b> <b>3.1 Website Update</b> SC to provide a Quinssa marketing summary including this year's events and overseas games  <b>3.2 Mailer</b> Mailers to restart all to send info to Duncan.	    SC
<b>4. MDS</b> <b>4.1 Update</b> To be progressed with James Swanson	JH/KC/CM
<b>5. Events Update 2017/18</b>  <b>5.1 Quinssa end of season dinner</b> Excellent event – congratulations to Emma  <b>5.2 AGM</b> The AGM will be on 30 <sup>th</sup> October in the King's Bar followed by a presentation and Q & A session with Gussy.  <b>5.3 Events for this year</b> Olly Kohn has offered to do a "Life after Rugby" event – GS to contact for this year GS to contact members for ideas of what they would like for this year	          ES   GS GS
<b>6. Raffle Prizes and Sponsorship</b> <b>6.1 Raffle prizes</b> LG has produced a proposed list of raffle prizes for the AGM for committee approval	All
<b>7. Merchandising</b> SS to undertake a Stock Check of merchandise LG has produced bottle holders and Harlequins Xmas decorations.	SS LG

<p><b>8. Membership</b>  <b>8.1 Current Membership/Renewals 2019/20</b>  Current 1488 members</p> <p>Membership will cease for Members who have not paid their fees by the end of October 2019</p>	
<p><b>9. Coaches/ Travel</b>  <b>9.1 Coaches</b>  The club have informed us that they will not be running coaches to the Stoop this season. WK and LH have advised them on the likely popular away coaches and stressed that they need to be advertised well in advance and cancelled early if there are not enough customers.</p> <p>Quinssa will advertise the coaches in the mailer.</p>	WK LH
<p><b>10. AoB</b>  <b>10.1 European Cup Away Games</b>  The club will organise tickets for all away games except Clermont. SC has kindly offered to take responsibility for this as LG will be in Japan</p> <p><b>10.2 Display Cabinets</b>  These will be removed but we will be allowed to advertise Quinssa on the big screen and the screens in the bars which will be a great improvement. SC will liaise with the club re the advertising on the screens.</p> <p><b>10.3 Marketing Quinssa</b>  This needs further discussion which will be assisted with a social media person on the committee</p> <p><b>10.4 Shooting Star appeal</b>  SS to discuss replacement charity for this Xmas with Mark Lecki</p> <p><b>10.5 Bursaries Update</b>  LG has met Atlanta St John who is now responsible for the Women's bursaries – we will offer 4 bursaries again this year of £500 each. Atlanta is asking for the women to apply for a bursary by preparing a statement covering what the bursary will mean to them. Those receiving a bursary will be expected to promote Quinssa and attend at least one Quinssa event. Atlanta will forward the bursary recommendations to Quinssa for approval.</p> <p><b>10.6 Academy Update</b>  Chim Gale has updated LG on the intended use of the Quinssa donation this year. They have already supported young players with travel to training. They will be running Residential camps throughout the year for Academy players and will use the money to support those who would struggle to attend without financial support. Chim will continue to update us with the use of the donation.</p> <p><b>10.7 HQ Ams update</b>  CM &amp; LG met with Myles Woodley, Harlequins Amateurs Chainman to discuss potential support from Quinssa for the Amateurs. Myles has responded with a list of key players who are struggling to pay their fees this year together with a request to pay for tickets to the last Quins home game as a club day out. The committee agreed to donate £700 to pay the players fees but were not inclined to pay for the tickets for the club day out. They agreed to pay the same amount next season to pay for fees for needy individuals as identified by the Amateur Committee. CM to advise Myles of the outcome.</p> <p><b>10.8 Liaison with Quins re Seb Adiniran-Olule Raffle</b>  SS will discuss with Mark Lecki</p> <p><b>10.9 Committee Roles &amp; Responsibilities</b>  LH informed the Committee that she will not be standing for re-election next year. PS offer to take over the membership role was gratefully accepted.</p> <p><b>10.10 Adrian Stoop Memorial</b>  SS has organised the re painting of the wording on the gravestones and with PS and Paul Edwards cleaned the graves and the gravestones. A memorial will be held on 27th November at the grave. SS has asked Bob Hiller to attend.</p>	<p>SC</p> <p>SC</p> <p>All</p> <p>SS</p> <p>LG</p> <p>LG</p> <p>CM</p> <p>SS</p> <p>LH PS</p> <p>SS</p>

<b>10.11 Stand Rota</b> JH swapped with GS, LG will email out the new stand rota	LG
<b>11. Date and Venue of next meeting</b> Saturday 9 <sup>th</sup> Sept November at 11.00 in the Wakefield Room. LG to prepare agenda CM to book the room	LG CM