

Cambridge University Bowmen Annual General Meeting 2020

Minutes taken by: Liam Pattinson

Thursday 18th June, 2020

Attending

- Robert Spencer (Captain)
- Liam Pattinson (Secretary)
- Lukas Cincikas (Treasurer)
- Lindsay Greer (Senior Treasurer)
- Mohammed Daudali (Returning Officer)
- Alexander Kent
- Abigail Pearce
- Andrew Browne
- Jack Atkinson
- Kimberley Callaghan
- Michael Scherm
- Sam Kitson-Platt
- Yuhang Xie
- Eleanor Brug
- Vicki Hodgson

Apologies

- Heather Reynolds
- Richard Whiter
- Tak Ho

Agenda

- Welcome and apologies.
- Approval of previous minutes.
- Committee Reports:
 - Captain's Report.
 - Secretary's report.
 - Treasurer's report.
- Discussion and votes on updates to the constitution.
- Setting membership fees for the upcoming year.
- Proposal to charge members to attend S&C and make it optional for all members.
- Committee elections.
- Nominations for lifetime membership.
- Any remaining business.

Minutes

Welcome and apologies.

The AGM started at 11:05. As the first AGM to be hosted online, some time was dedicated to explaining the procedures and etiquette of the AGM. In particular, discussions on each topic were not to exceed 10 minutes, unless a motion was passed to continue discussion.

Approval of previous minutes.

The previous minutes were proposed by Abigail Pearce and seconded by Yuhang Xie. Following a poll, the previous minutes were recorded as accurate.

The hustings for Alumni Officer were taken before the committee reports, as one of the nominees had to leave the AGM early.

Captain's Report.

Competitive Performance

CUB has had a strong year competitively, starting with a team silver at the Jolly's Open Western last August under heavy rain, in which Cassandra Lim took bronze in women's recurve. This was followed by the Jolly's Autumn shoot, in which Kimberley Callaghan took gold in Ladies Barebow and Jack Atkinson took gold in Gents Compound. As his third Master Bowman score of the season, he earned his Master Bowman classification for this shoot.

Finishing up the outdoor season, CUB put in an incredible performance at BUTTS Field, with Robert Spencer, Liam Pattinson and Jack Atkinson winning team gold, individual golds in Gents Compound (Jack Atkinson) and Gents Barebow (Liam Pattinson), and a silver in Ladies Barebow (Kimberley Callaghan). All archers attending also set new county records for their performances.

At BUTTS Non-Recurve, we won silver in Gents Longbow (Andrew Browne) and bronze in Ladies Barebow (Kimberley Callaghan). The club took many medals throughout the regular BUTTS League between our experienced and novice competitors – too many to list here. Our final standings in the league were sixth place for our experienced team and third place for our novices, which is roughly consistent with previous years.

Finally, at BUCS Indoor Finals – the national finals for all university teams – our women put in a fantastic performance, with Eleanor Brug taking home the silver in Ladies Recurve, and Cameron Krulewski winning gold for Ladies Barebow.

Unfortunately, following the closure of the club due to the ongoing pandemic, the club has also ceased attending competitions, but despite the lack of a 2020 outdoor season so far, the club should be proud of its performance for the indoor season.

Administrative Updates

Our beginners' course was oversubscribed, and our Michaelmas have-a-go session saw record attendance. Unfortunately, there was a significant drop in attendance

during our beginners' course following a cancelled session, caused by a clash with our BUTTS leg in Oxford. A decent number of new experienced members joined the club, though many seemed to lose interest towards the end of the indoor season.

The club saw some success in our Blues applications, as a Full Blue was awarded to Jack Atkinson, and an Extraordinary Blue was awarded to Eleanor Brug.

A substantial effort was made to tighten up our annual club registration, health & safety procedures, and constitution. The club scored very highly in our health & safety review. As the constitution was not updated in time for the 2019 registration, the club was only granted provisional registration status, and these issues were remedied following an EGM in November. We expect to achieve full registration status next year.

As part of a drive to achieve parity across all university sports club, we adopted a new logo and a unified set of sports gear. Though we unfortunately ran into severe problems in setting up a custom stash order with PlayerLayer, for reasons largely beyond the club's control, we saw high sales of standard stash. Custom items have only recently been shipped to the club, and should be available within the next few weeks.

The Covid-19 pandemic has substantially affected the club, effectively cancelling our outdoor season. Government regulations and the advice of AGB have prevented us from shooting since the enforcement of lockdown in the UK, but we have kept up social interactions on a dedicated Discord server. A sub-committee was set up to assist our transition back to safe shooting, and a full set of procedures and risk assessments to allow us to shoot under new AGB guidance was developed. Unfortunately, we are not yet able to shoot, as Churchill College is not yet open to the public and our indoor ranges remain closed. The club was advised to ask again shortly after this AGM, and this should be high priority for the next committee.

In summary, the year has been a mixed bag with its bottom cut out. A lot of administrative work has been going on behind-the-scenes that may not be obvious to most club members, and Robert expressed his sincere gratitude to the committee of 2019 for all that was achieved.

Secretary's report.

This year the club consisted of 82 members – fewer than in previous years – which coincides with the low retention from our beginners course. A demographic breakdown of the club is provided in Table 1.

Experience			Gender			Alumni		
EXP	39	47.6%	F	29	35.4%	CUB	73	89.0%
NOV	12	14.6%	M	52	63.4%	CUA	9	11.0%
BEG	31	37.8%	Other	1	1.2%			

Table 1: Demographic breakdown of the club for the year 2019-20.

Early in the year, the club underwent a thorough health and safety review with the Sports Centre, which we passed with flying colours. Since then, we've

been in much closer communications with their H&S officer, and this dialogue has been helpful for the club.

Otherwise, there is not much to report regarding the administrative aspects of the club that were not already covered in the Captain's report.

Treasurer's report.

At the start of the year, the club had around £7240 in its bank accounts. The bulk of the club's income came from the beginners' course and membership fees, which came to £7050. The club was awarded only £900 in their annual grant, which is substantially less than usual. The club collected a further £250 from the bowloan scheme, which is notably less than the £460 expected in the yearly budget.

The have-a-go sessions in Michaelmas were much more popular than usual, and the club collected £490 – much more than the expected £300. Our main expenditure was hall hire, including the sports hall, the team training room (for S&C), and Churchill field hire; overall, this came to £3130. Equipment expenditure came to a total of £1913 out of budgeted £2000. £492 was spent subsidising club coaching, which is more than the budgeted £400, but still much less than last year.

Only £893 was spent on travel out of a budgeted £1500, though this may be explained by the cancellation of Easter term competitions. Similarly, only £318 was spent on competition fees out of an expected £700. A total of £356 was spent maintaining the club's affiliation with county, regional, and national governing bodies, while a further £211 was spent on miscellaneous items, including a coaching course, trophy engravings, and a new set of committee email accounts.

Overall, the club spent £7646, and received £8815, though the numbers are not yet final due to some pending transactions. A total of £8871 is available in the club's bank account, plus a further £723 in cash.

Some notable changes this year include a switch to online banking, which significantly speeds up reimbursements. The old tournaments account has been closed, with all funds transferred to the main account. The club finances were tracked using GnuCash – a free accounting tool – rather than a simple spreadsheet, which greatly improved our ability to keep track of spending.

A question was asked regarding the club's large monetary reserves, and whether this was impacting our ability to receive additional income from grants. Though this may have had an impact, the Sports Centre did not cite this in their decision making this year. The club was expecting to lose some money overall, but this did not occur due to the reduced spending following the Covid-19 pandemic.

The attendees were polled to approve the accounts for the year, and this was passed with 12 votes in favour and 0 against.

Discussion and votes on updates to the constitution.

A proposal was put forward to merge the roles of Tournaments Officer and Records Officer. This was passed last year, but following the constitution rewrite in November, the roles were re-separated by administrative error. The arguments in favour of joining the roles were that both roles are strongly linked and

share a great deal of information, and also that the records role has an extremely light workload on its own. The arguments against were that the Tournaments & Records role now constitutes an unreasonable workload, and that it may be beneficial to leave the roles separated in case other committee members wish to take on the Records Officer role as a secondary responsibility.

A poll was taken of AGM attendees, in which 8 voted for the proposal and 3 voted against. As this both meets the quorum for an AGM vote and more than two-thirds of votes were in favour, the proposal passed.

Setting membership fees for the upcoming year.

It was proposed that the club should remove its £5 beginner joining fee. This was initially implemented to provide a small barrier for entry, as a large number of beginners joining the club previously made it very difficult to meet a quorum for a general meeting. However, this has not been a problem for several years, so currently the barrier to entry serves only to reduce the administrative burden of affiliating beginners with the club. However, in practice this system creates its own administrative hurdles, as it is common for beginners to hand in funds without membership forms, or forms without funds, and it can later become difficult to ascertain which beginners have handed in both. The effort of chasing down beginner joiners who have not paid fees can be significant, but for little material gain. In removing the joining fee, the club would be likely to lose roughly £200 per year, but would likely see higher beginner retention.

An alternative proposal was to merge the joining fee with the beginners course fee, charging £65 at the start of Michaelmas. There were some concerns that this could deter beginners from joining, but it would assist in maintaining club income.

Attendees were polled as to whether we should remove the £5 joining fee, merge it with the £60 beginners course fee, or leave the fees as they are. A majority voted to remove the £5 joining fee.

It was also proposed that the club should reduce its general membership fees by £5 across the board, as it is likely that we will have to provide a reduced service next year due to the ongoing pandemic. This was countered with concerns that we're likely to also see reduced membership, which will already severely cut our income. In addition, the Sports Centre has stated their opposition to us lowering our fees, and may reduce our annual grant if we do so. There was a discussion regarding whether the club offers the right value for money compared to other clubs, and it was shown that we have significantly lower fees than some high-profile clubs, but higher fees than some others.

Attendees were then polled as to whether we should maintain our current fees, or reduce membership fees by £5 across the board. A total of 12 voted to maintain fees as they are, and 1 voted to lower fees, so a majority was in favour of maintaining current fees. The current club fees are listed in Table 2.

Proposal to charge members to attend S&C and make it optional for all members.

Concerns were raised that the club may be overspending on Strength & Conditioning (S&C) sessions, and that these sessions may not be having a positive effect on the club. In particular, there were concerns that strongly pushing our

CUB JOINING FEES 2020-2021

Student Membership	£60
Staff/Alumni Membership	£80
Student Beginner's Course	£60
Staff/Alumni Beginner's Course	£80
Summer Joining Fee	£40
Easter Term Joining Fee	£30
Elizabeth Way Range Fee	£29

Table 2: A summary of joining fees for the year 2020-2021. Summer and Easter term joining fees are not only applicable to Cambridge University students/staff/alumni, but also to ARU students and those from external clubs who wish to share our outdoor range, but in these cases it does not result in CUB membership. Elizabeth Way Range fees are not decided by CUB, but are instead a requirement of the Cambridge Shooting Association.

members to make use of S&C and including it as a requirement for the development scheme was pushing away our members and causing both lower retention and less enthusiasm to join the novice squad.

This was countered by the argument that S&C is not strictly mandatory for any club members, and that while both novices and members of the development scheme were highly encouraged to attend, they could also do strength training in other ways if they were unable to make the early training sessions. It was also argued that S&C was broadly popular amongst those who made use of it, that it has helped some individuals to improve their performance, and that it was effective for team building.

It was proposed that attendees could pay fees to cover a proportion of the total cost of S&C, but this was also met with resistance. If the fees were set to recover some fixed proportion of the cost of S&C, this could lead to very high costs for some individuals, especially if attendance was lowered. If the fees were instead a fixed amount per person per session (or per term), this could have the effect of discouraging attendance and making S&C even less cost effective.

The attendees were polled, voting between either instructing the committee to charge a fee for S&C or to continue not charging extra for this service. 13 voted against charging a fee, and no attendees voted to introduce a fee. They were also polled to instruct the committee that they may not treat S&C as a mandatory exercise, or to leave this to the committee's discretion. Ultimately, 2 voted in favour of this instruction, while 9 voted against it.

Committee elections

Nominees for each committee position were given 5 minutes each to introduce themselves and describe their intentions for their nominated roles. This was followed by up to 5 minutes of questioning. Voting occurred using the CUSU voting tool, and the results may be viewed in Table 3.

Two nominations for vacant roles were made during the AGM. Abigail Pearce was nominated for the role of Publicity Officer by Andrew Browne, and seconded by Eleanor Brug. Liam Pattinson was nominated for the role of Tournaments & Records Officer by Abigail Pearce, and seconded by Yuhang Xie.

These votes were taken during the AGM using a simple poll. Abigail was voted in with 10 votes for and 0 to reopen nominations. Liam was voted in with 11 votes for and 0 to reopen nominations. The positions of Safety Officer and Development Officer were left unfilled. It should be noted that Welfare Officer positions are selected by the committee within 7 days of the AGM, and are not voted upon at the AGM.

Nominations for lifetime membership.

Andrew Browne was nominated to earn a CUB Purple Badge and lifetime membership. His nomination was for his dedication to the club, and in particular for the work he has put into helping our novices and beginners feel welcome. He has also been an extremely visible advocate for alternative bowstyles, and has competed for the club on many occasions in both barebow and longbow categories. A short discussion was held on the matter, and following the AGM the vote passed with 10 in favour and 7 opposed.

Any remaining business.

Attendees discussed the possibility of renaming the club, as ‘Bowmen’ is often perceived as being a gendered term. This may have the effect of discouraging women from joining the club, or even assuming it’s an exclusively male club, and more generally may make the club less inclusive and/or foster a male bias. This issue has been on the club’s radar for several years, but no progress has been made so far, as no motion has been passed at a general meeting to change the name, and there are significant administrative hurdles to overcome.

Ultimately, as the proposed name change was not submitted in time for the AGM, the attendees were not able to pass a formal motion to amend the club constitution. However, an EGM may be called at any time if at least 10 club members write to the committee, and attendees were encouraged to do this if they wished to continue the debate.

CUB COMMITTEE ELECTIONS 2020		
POSITION	NOMINEES	VOTES
CAPTAIN	Robert Spencer RON	17 1
SECRETARY	Vicki Hodgson RON	19 0
TREASURER	Lukas Cincikas RON	18 0
WOMEN'S	Vicki Hodgson RON	19 0
SOCIAL	Yuhang Xie RON	19 0
WEB	Liam Pattinson RON	19 0
EQUIPMENT	Liam Pattinson & Alexander Kent RON	18 0
ALUMNI	Sam Kitson-Platt Jack Atkinson RON	13 8 0
NOVICE	Abigail Pearce RON	19 0
TOURNAMENTS/ RECORDS	Liam Pattinson RON	11 0
PUBLICITY	Abigail Pearce RON	10 0

Table 3: Summary of votes for each candidate. 'RON' stands for 'Re-Open Nominations'. Nominations for the roles of Publicity Officer and Tournaments & Records Officer were received during the AGM.