

# Cambridge University Bowmen Committee Meeting

Minutes taken by: Liam Pattinson

Saturday 1<sup>st</sup> December, 2018

## Attending

- Andrew Browne (Captain)
- Liam Pattinson (Secretary)
- Jack Atkinson (Equipment)
- Robert Spencer (Web)
- Kimberley Callaghan (Tournaments)
- Shivam Sheth (Novice)
- Zhengao Di (Equipment)
- Nancy Chen (Treasurer)

## Apologies

- Alex Guyon (Social)
- Fraser Waters (Novice)
- Abi Pearce (Publicity)

## Agenda

- Welcome and apologies.
- BUCS Entries.
  - Score thresholds.
  - Novices.
- Cambridge BUTTS.
  - Equipment (Damage, clipboards, etc).
  - Judges/other helpers.
  - Scorers.
  - Social.
- Captain's report.
  - BUCS feedback.
  - Varsity proposal.
  - Clickers visit.
  - Joint coaching with ARU.
- Secretary's report.
  - Cash payment issues.
  - Membership numbers.
  - GDPR and Social Media.
  - Stash update.
- Treasurer's report.
  - Stash payments.
- Equipment report.
- Tournaments report.
  - Grudge match.
  - Vacation target days.
- Novice Officer's report.
  - Beginner certificates.
  - Novice progress, next steps.
  - Going forward with beginners.
- Web Officer's report.
- Publicity Officer's report.
  - Sponsorships.
- Social Secretary's report.
  - Annual dinner.
  - Pub crawl.
  - Beginner formal.
- Welfare report.
- Any remaining business.
  - Keys for vacation shooting.

# Minutes

## Welcome & Apologies

The committee meeting started at 16:10 at Wolfson College.

## BUCS Entries

It was decided to subsidise members' entry fees only if they can meet a minimum threshold score for their gender, bowstyle and experience level. Previous qualification scores can be used as a guide. If archers cannot meet these scores, they will still be permitted to attend, though they will have to pay their own fee.

Around 11 people would currently meet the criteria to go, including 4 novices. This would cost the club £25 per person, plus a £25 fine for dropouts. Subsidies will reduce this fee to £10 per person. BUCS will likely also cost the club a large amount in travel subsidies, as many competitors will have already competed that term.

There was some debate about how many novices it would be worth taking. It was argued that we would need them to have a good chance of winning to justify the cost to the club. Unless at least 4 novices are achieving competitive scores in time for BUCS, we would be unlikely to win at the southern qualifiers.

We will need to decide team lists early and relay this to the sports centre by January 17th. Ideally, we would have this information ready by the 10th.

Accommodation for the finals could introduce a significant expense for the club. It was suggested that we could book now and cancel later to reduce costs. It should be made clear to those signing up for BUCS that they may need to contribute to accommodation costs.

*ACTION, NC: look into accommodation*

*ACTION, KC: get team lists ready a week in advance of January 17th*

## Cambridge BUTTS

Cambridge BUTTS will be held on January 20th at the University Sports Centre. However, KC (tournaments officer) will not return to Cambridge until the 16th, so a large amount of the organisation will have to be done via email correspondence or by other members of the committee where possible.

We will need 9 bosses on the day, though as we only have 5 damage bosses at the Sports Centre we will need to transport some from the range. Van hire should cost about £40 for the day. We will need to look up legal range set up beforehand to ensure we have sufficient space between bosses in the Sports Centre.

*ACTION, ZD: organise transport for 3 to 4 bosses from the range*

We will also need to ensure we have enough new faces for two sessions of 9 bosses, plus some spares, including tri-spots for compound.

*ACTION, ZD: email Clickers to get more faces.*

We will need a table, chairs and 2 computers for scoring. We will also need to email Mark Tamlyn to get support from tamlynscore.co.uk.

*ACTION, KC: email Tamlyn*

At a minimum, we will need to email other clubs for entries 2 weeks in advance, with a response deadline 1 week in advance. Alternatively, we could email earlier and send out a reminder closer to the date.

*ACTION, KC: email for entries*

We will need 2 experienced archers to assist with judging and running the competition. We will additionally need 2 members for running slips and 2 for scoring. Some may need to help out all day, but not shoot themselves. We may be able to ask CUA members for assistance.

*ACTION, AB: doodle poll for helpers, extend offer to CUA*

The possibility of presenting scores at a college bar was discussed, though no suitable bar could be found. We will instead most likely present scores at a pub near Castle Mound (such as The Castle or the Sir Isaac Newton). If all goes to schedule, this could be finished by 6:00pm. A social would follow at Gourmet House at 6:30pm, preferably using their swap room.

*ACTION, AG: organise BUTTS social for around 60 people*

We will need to correspond with the Sports Center to ensure all attendants have adequate parking space on the day.

*ACTION, KC, LP: Coordinate with sports centre*

We will need to send an email to the whole club and those on the beginners list to give advance warning that our usual Sunday session will be cancelled. This could be included in the start of term email.

*ACTION, AB: write and send start of term email, mention cancelled Sunday session.*

We will need to arrange a music playlist and speakers. JA offered to supply speakers, while KC offered a backup option. We will also need to bring at least 9 clipboards from the range.

*ACTION, ZD: get clipboards from range.*

## **Captain's Report**

A response to Oxford's Varsity proposals has written but not yet sent. A draft will be circulated to the committee before the response is finalised.

*ACTION, AB: prepare and send Oxford response*

Nothing has yet been heard the from Mens Blues Committee. (Update, December 6th: The MBC has asked for a club member to present our proposals in person due to the complexity of the changes.)

*ACTION, AB: prepare for MBC presentation, or find a willing volunteer*

Feedback for the BUCS proposals has been prepared and sent. No announcements have yet been made in response.

Due to miscommunication issues, the Clickers trip was not successful. This will need to be reorganised in January. The committee decided that we should offer to cover fuel costs for the driver, Sam Kitson-Platt.

*ACTION, AB: reorganise Clickers trip*

*ACTION, NC: offer to cover fuel*

Regarding joint coaching sessions with ARU, they are hoping to host an event before Christmas, and CUB members will be welcome to attend. AB will meet up with them to discuss future plans next term, and will ask for suggestions in the end/start of term email.

*ACTION, AB: Arrange ARU coaching.*

## Secretary's Report

The club's stash order hasn't yet arrived, though a notice of a failed delivery suggested that it may have gotten lost.

*ACTION, LP: Chase up stash order*

(Update, December 6th: The stash order is expected to arrive in early January)  
The origin of some cash payments has still not been found.

*ACTION, LP, NC: Determine origin of cash payments*

Now that most beginners have signed up to the club, we should report our membership numbers to CAA.

*ACTION, LP: Report membership numbers to CAA*

An earlier misunderstanding of the requirements of GDPR has led to the club adopting a confusing social media policy, with no consensus as to what determines whether a member is 'part of our social media presence'.

*ACTION, LP, RS: Investigate GDPR, look into relaxing or clarifying social media rules.*

## Treasurer Report

With a large proportion of the beginners joining the club, we have received some additional income.

Only three members have yet to pay for their stash order. These will still need to be chased up.

*ACTION, NC, LP: Chase up final stash orders*

The committee members present asked for the budget to be circulated to ensure they don't overspend (or underspend). The full books should not be made public as these contain sensitive personal information, but an anonymised version should be released at some point.

*ACTION, NC: Send budget to other committee members*

## Equipment Report

The bosses at the range should be rotated this week. While the equipment officers can handle this, it would be preferable if other club members could help.

*ACTION, ZD, JA: rotate bosses*

The club has recently bought new faces, with the intention that they should be used. It has been noticed that many club members continue shooting at old faces to the point that it may hinder their training. The equipment officers encouraged club members to clean up after themselves and dispose of old faces, rather than returning them to the equipment cupboard after use.

There is a lack of left handed bows available for the bow loan scheme. The club will soon have to start loaning out beginner bows. It would also be helpful to get more limbs, as we currently have an excess of high poundages.

Following their success this term, equipment training sessions will continue in Lent. However, they may be moved to Sunday at 11am in order to capture more attendants. They could fit easily between a shooting session and Sunday brunch.

## Tournaments Report

It would be helpful for club members if the website offered guidance for keeping up strength and technique training over the holidays. This page could include videos/gifs demonstrating how to perform warmups.

*ACTION, KC, RS: Develop training page for the website.*

The grudge match versus Oxford has not yet been organised. The committee decided that Saturday 2nd February would work best. We would need to move bosses to Churchill and organise a social for the evening (preferably a formal).

*ACTION, LP: Inform Churchill groundskeepers of grudge match date*

*ACTION, KC: Contact Oxford with information, request entries*

*ACTION, AG: Organise grudge match formal.*

*ACTION, JA: Arrange to move bosses.*

If the field is booked, we may have to switch to the 3rd or the 16th of February. ZD won't be present to help move bosses, so assistance will be needed.

Target days will be held in the vacation, with one occurring in the week starting December 10th and one occurring in early January. As KC will be away from Cambridge, somebody else will need to host the second.

*ACTION, KC: Organise target days, inform CAA.*

Next term, there are plans to run unusual target days during our Sunday sessions, such as the Fita 25, as the club is missing many of these records and the Elizabeth Way range isn't large enough to accommodate them.

## Novice Officer's Report

The beginners course was a success, with many beginners joining the club as full members. Certificates have been produced and distributed.

Our novices came second in two BUTTS legs, and claimed a decent number of individual medals. Overall the team has been successful, though there is a large gap between the highest achieving and lowest achieving novices.

Going forward, some novices may be ready to increase the poundages of their bows. Next term, training will focus on methods for self-organised structured training, such as blank boss training, scoring outside of target days, etc. It may be helpful to get the development scheme involved in this. The novice officers would also like to run further coaching sessions with Philip and Mary next term. In addition, they argued that novices should now be allowed to ask for their own coaching slots on Wednesdays. If demands for coaching become unmanageable, we could open up coaching on Sunday mornings.

*ACTION, NC: enquire about coaching on Sunday mornings, 9am to 10am*

Structured training sessions should be run next term on Sunday mornings for the whole club, and will be advertised to beginners to keep their training up.

## Publicity

*ACTION, AP: Keep up looking for sponsorships*

## Social Secretary

*ACTION, AG: Organise pub crawl early next term.*

A place and a date have been finalised for annual dinner, but we have not yet finalised the menus.

*ACTION, AG: Send finalised menu and sign-up email. This should go to alumni too.*

A beginners formal could be hosted at Peterhouse with JA (date dependent).

*ACTION, AG: Organise beginners formal*

Committee members suggested that we should arrange more socials outside of formals and pub trips. They suggested something along the lines of last year's bowling trip.

## Web Officer

*ACTION, RS: Fix vacation mailing list*

*ACTION, RS: Create exercise gifs for training page*

The weekly bulletin will continue over the holidays, provided at least one item is submitted. It was suggested that the bulletin should also include a weekly roundup of the club's competition performances and reports on any other interesting events.

## Alumni Officer

*ACTION, IY: Send end-of-term email to alumni list*

## Other Business

The committee discussed changing travel subsidies. From the start of next term, we will charge £10 for the first competition and £5 for any further competitions.

Tak and Mariyah have asked for keys to the range. It was decided that Fraser's keys should be redistributed, and that others should hand in their keys as they leave Cambridge.

It was mentioned that we should start announcing club events, opportunities and achievements in person to our members on Fridays and Sundays before shooting. This could coincide with a group warm-up.

At the conclusion of the meeting, attention was drawn to the behaviour of some committee members throughout this term. Since moving much of our discussions to social media, there has been a tendency for plans to be made in small groups that are subsequently not shared with the committee as a whole. This has led to the development of opposing factions within the committee, and caused a significant amount of politically-motivated conflict. This has been a hindrance to the work of the committee, and has caused distress for those involved. All committee members present agreed that this behaviour must come to an end. Anybody involved in these incidents, whether directly or indirectly, is encouraged to speak in confidentiality to the club Welfare Officers to discuss any issues they may be having.

There have been some complaints regarding a lack of organisation this term, with the committee meeting to solve problems as and when they occur rather than working to stay ahead of the curve. It was suggested that in future, the committee should meet fortnightly at regular times to ensure issues can be resolved with plenty of time to spare. If individual committee members cannot make a regular time, they would be encouraged to write up any opinions they hold on the points raised in the meeting agenda and send these to the secretary or captain.

There were additional complaints that the club has become fairly insular, with the 'core' members rarely interacting outside of their own circles. Committee members were encouraged to avoid this behaviour.

### **Wrap-up**

The meeting finished at 18:16.