

Cambridge University Bowmen Committee Meeting

Minutes taken by: Liam Pattinson

Thursday 3rd October, 2019

Attending

- Robert Spencer (Captain)
- Liam Pattinson (Secretary/Tournaments)
- Lukas Cincikas (Treasurer)
- Kimberley Callaghan (Development Officer)
- Abigail Pearce (Women's Officer)
- Zhengao Di (Equipment Officer)
- Alexander Kent (Equipment Officer)
- Andrew Browne (Novice Officer)
- Sam Kitson-Platt (Publicity)
- Yuhang Xie (Social)

Apologies

None received

Agenda

- Welcome and apologies.
- Freshers Fair.
- Range keys.
- Schedule of meetings.
- Have-a-go session.
- Beginners course.
- Novice expectations.
- Captain's report.
 - CAA end-of-season shoot.
- Secretary's report
 - New sign-up forms.
 - Access to membership details.
 - Third-party stash.
- Equipment Report.
 - Preparation for beginners' course.
 - New boxes in Sports Centre.
 - Equipment inventory.
 - First aid kit.
- Development report.
 - Development scheme outline.
 - Arrow award training.
 - S&C updates.
- Publicity report.
 - Percent app funding.
 - End of vacation bulletin.
 - Beginners' Facebook group.
 - Flyers and distribution.
- Tournaments/records report.
 - BUTTS field.
 - Target day schedule.
 - Club ladder.
 - Finalise badge criteria.
- Any remaining business.

Minutes

Welcome and apologies.

The meeting started at 18:05. The previous minutes were proposed by AB and seconded by AP.

Have-a-go session.

An email has been sent to club members to request more coaching sign-ups to make up for the current shortfall. It was decided that some members may be able to assist with non-coaching tasks, such as collecting money and handing out equipment, even if they haven't been shooting for the minimum two years.

There will be a training session for coaches during, or just before, the first Friday session. It is highly recommended that all attend, as the coaching guidelines for the have-a-go session and beginners course have changed for this year.

Beginners course.

The content of the beginners course has been revamped. RS, AB, and AP have made improvements to the booklet, though it is not yet ready for circulation. Some sessions don't have enough sign-ups, but much like the have-a-go session, we may be able to recruit others to assist with non-coaching tasks.

Novice expectations.

The following requirements must be fulfilled by any members on the novice team:

- Attend sessions on both Tuesday and Friday.
- Attend competitions with the BUTTS league.
- Treat archery as a sport.
- Show a willingness to learn and respond well to coaching.
- Do some form of supplementary strength training.

It was planned for the club to run a compulsory introductory S&C session for novices only, which would teach exercises that they could complete in their own time (though it would always be preferable for novices to attend S&C where possible). Originally this would have taken the place of one of our regular Thursday sessions, but after consultation with the sports centre, the club has been offered an additional training slot from 20:00 to 21:00 on Friday 15th November. This is currently uncosted, and will be taken out of the miscellaneous budget.

It was stressed that we should impose consequences if novices do not fulfill these requirements, though the committee should take a 'common-sense' approach and avoid excluding members for minor infractions.

Novices will be selected based on their enthusiasm, their response to coaching, and their attitude to shooting (i.e. preference for groups over score, no negativity towards poor shots, no showboating after good shots). They will also be selected based on their willingness to compete, and their interest in other matters relating to the sport (equipment, strength training, etc). While the committee will circulate novice expectations prior to selection, selection criteria will not be made public.

ACTION, RS: Finalise and circulate novice expectations/selection criteria.

ACTION, MD: Update novice pages on website.

Schedule of meetings.

It was agreed that meetings during Michaelmas term should be held on every second Wednesday from 19:00 at the Elizabeth Way Range, starting October 16th.

Range keys.

ZD and AB have full sets of range keys, while LP has a fob only. One set seems to be missing, and may have been left with our previous novice officers, or may have been misplaced by other previous committee members.

ACTION, RS: Find lost keys.

AB's keys were passed to RS.

Freshers Fair.

Freshers fair and sports fair assignments have been sent to the committee. It was suggested that we bring a small bow and a stand for display at the Freshers Fair. We will have more space to use at the Sports Fair, so a freestyle or barebow recurve may be more suitable there.

ACTION, RS: Arrange equipment for freshers fair.

A sign-up form is already running on the website, along with a QR code to direct people there. LP asked for a set of talking-points to be circulated to stall attendees.

ACTION, SP: Prepare script/flash cards for those at the fairs.

Captain's report.

CAA end-of-season shoot.

The end-of-season shoot was cancelled less than a week before it was due to be held. RS met with Philip on 6th September and agreed to provide the venue/equipment/field party/judges etc. CAA offered to provide advertising and an online sign-up system, though this did not occur. RS contacted Philip personally on multiple occasions, and later the CAA secretary, as the date of the shoot was nearing but no sign-up system had materialised. After cancelling the shoot, CAA claimed that this was due to internal miscommunications and miscommunication with our club, though we uphold that we fulfilled all requirements that were asked of us well in advance of the shoot.

Secretary's report

New sign-up forms.

The sign-up form for the club has been updated to include our bank details and a recommendation that members pay by direct bank transfer, while leaving open the option to pay by cash or cheque for those who wish to. Further updates may be required to fulfill requests by the sports centre, such as a requirement to explicitly opt in to the club constitution, and a clearly marked space for club members to list any relevant health issues.

ACTION, LP: Review sign-up forms.

The new sign-up form will need to be uploaded to the club website, along with updated safety forms etc.

ACTION, RS/MD: Upload new documents.

Access to membership details.

A new membership spreadsheet will be set up for the new intake. The Captain, Secretary and Treasurer will be given access to this. It was noted that the tournaments officer may benefit from read-only access in future years.

Third-party stash.

Due to disagreements over the new club stash offered by the Sports Centre, it was suggested that we may run our usual Clifton order in parallel. In order to avoid confusion, the Sports Centre kit may be advertised as 'stash', while the Clifton order may be called 'team kit'.

ACTION, LP: Chase up Sports Centre for new stash details.

ACTION, LP: Email club for Clifton order on Monday 14th.

Equipment Report.

Preparation for beginners' course.

ZD and AK have been checking equipment at the Sports Centre. We currently have available:

- 7 Danage bosses
- 2 layered foam bosses
- 2 straw bosses
- 16 beginner bows (4 LH, 12 RH)
- 35 sets of 3 arrows
- 36 finger tabs (most RH)
- 14 arm guards
- 11 finger slings
- 6 stringers
- 10 arrow pullers

The bows available have been checked to ensure they have the correct length strings, and that they have functioning sights. Pressure buttons have been removed from all beginner bows, as they make use of rests that already fulfill a similar purpose. Arrow repair is still ongoing, and more completed sets will be ready in time for the beginners course.

It was suggested that the club should acquire more arm guards and finger slings, as we will need at least 16 (plus some spares). It was also suggested to buy more target pins.

ACTION, ZD/AK: Buy more arm guards, finger slings, target pins.

All novice equipment has been tracked down, and will be returned by this weekend.

New boxes in Sports Centre.

Two box towers have been purchased for the Sports Centre. These will be used to store items such as tabs and armguards, and each box will be labelled appropriately. ZD asked committee members to ensure objects are put back in the right place after each session.

Equipment inventory.

ZD and AK are in the process of compiling a complete inventory, which will be shared with the committee on a read-only basis when finished. They asked committee members to share with them any information they would like to be stored on this spreadsheet.

First aid kit.

The club's first aid kit is very out-of-date, and will need replacement. It was decided that we should purchase one for the Sports Centre and one for the range.

ACTION, ZD/AK: Purchase 2 first aid kits.

Development report.

S&C updates.

KC and RS have met with Tristan, our S&C coach at the Sports Centre, to discuss the routines we will follow this year. Our routine in Michaelmas will consist of warm ups, stability circuits, 2 rotations of 3 strength exercises, each of which will contain 3 sets, and a conditioning circuit. We will spend 4 weeks on one set of exercises, and 4 weeks on another. It was also suggested that we may move our session from 07:30-08:30 to 07:00-08:00, as we received complaints in the past that there was not enough time between the end of S&C and the start of 9am lectures.

Arrow award training.

To support the arrow awards scheme, we will be running equipment seminars between 19:00 and 20:00 before our regular Friday sessions. Seminars will cover how to replace nocks, fletchings and points; how to perform basic bow maintenance such as fitting rests and nocking points, and an overview of different bow types. There will also be seminar on exercises to support archery that can be done at home. The seminar schedule will be repeated in the second term.

ACTION, KC: Provide calendar of events.

Development scheme outline.

The goal of the development scheme this year is to improve the performance of our competitive archers and to generate a more competitive culture in the club. The scheme will provide a training plan, which will require training 2 or 3 times a week, scoring once a fortnight, attending S&C, and competing regularly. It will also push for mentoring during our Friday night sessions, encourage more conversations about our training progress, and provide two development coaching sessions per term. It was suggested that members be asked to sign up for this in advance, and for a subset to be allocated space in the session depending on how well they've met the criteria in the training plan.

ACTION, KC: Circulate development scheme training plan.

ACTION, MD: Update development scheme section on website.

Publicity report.

Percent app funding.

SK suggested that the club may make use of the Percent app to generate some additional income. This app tracks spending habits of those who opt in to it, and in return offers numerous discounts and cashback to a particular 'cause' (in our case, the club). There were concerns amongst the committee regarding data privacy, and more scrutiny will be required before we make a decision.

End of vacation bulletin.

SK will soon send out a bulletin listing all of the achievements of the summer, including competitions, records, target days, and the best photo of the summer.

ACTION, LP: Send list of new records.

Beginners' Facebook group.

A Facebook group has been set up for those on the beginners course, and it is intended to help integrate beginners with the rest of the club. It may also be used to advertise socials and other events to the beginners.

Flyers and distribution.

AB has offered to print flyers to hand out after the sports fair. It was suggested that he print around 100 in A5 size for the first day of the freshers fair, and to print more if needed in time for the second day. SK also asked committee members to print A4 versions to put on college notice boards.

Tournaments/records report.

BUTTS field.

BUTTS Field will be held on October 26th, though details have not yet been circulated by email. LP suggested that we should request a field booking at Churchill on October 19th in order to get sight-marks.

ACTION, LP: Send out email for sign ups.

ACTION, LP: Ask Churchill for practice day.

Target day schedule.

The following target day schedule was suggested and accepted by the committee:

- Monday 14th October, Portsmouth for setting benchmarks.
- Friday 1st November, Bray I
- Monday 11th November, WA18
- Friday 29th November, Worcester

It was also suggested that we could run a halloween shoot on October 25th.

Club ladder.

LP suggested that we ask for sign-ups on Monday 14th October, and start the ladder on Monday 21st October.

Finalise badge criteria.

Earlier in the summer, it was agreed that outdoor badges should be available to those who meet similar criteria to those of the AGB classification scheme, though our badges should be made available one distance shorter. For example, a gents Master Bowman classification requires 3 scores over a given threshold, on rounds of 12 dozen arrows containing a 100yd/90m distance. Our scheme would impose similar requirements for the gold badge, though only 1 score would be required, and the round would require the longest distance to be only 80yd/70m (there may also be fewer restrictions on the number of arrows in the competition). This was accepted by the committee.

ACTION, LP: Forward badge criteria to MD.

ACTION, LP: Review badge stocks, order new ones.

Any remaining business.

We will not be able to book the Sports Centre for our BUTTS leg, and we won't be able to book this on any other date to account for DMU's difficulties in arranging a venue for their BUTTS leg.

MD presented a solution to the club's email problems: for £2 per month, we could gain access to an email service providing up to 25 accounts under the cubowmen domain name. This would be helpful for cleaning out spam coming from our Sports Centre email account, and it would allow us to avoid the clunky SRCF email addresses.

ACTION, MD: Circulate email proposals and a how-to guide

The meeting finished at 20:24.