

# Cambridge University Bowmen Committee Meeting

Minutes taken by: Liam Pattinson

Monday 2<sup>nd</sup> December, 2019

## Attending

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

## Apologies

- Mohammed Daudali (Webmaster)
- Andrew Browne (Novice Officer)

## Agenda

- Welcome and apologies.
- Second Beginners' Course.
- Holiday Shooting.
- Beginners' Course Feedback.
- Trophies.
- BUCS Indoors planning.
- Captain's Report.
- Secretary's Report.
- Treasurer's Report.
- Publicity Report.
- Womens' Officer Report.
- Social Report.
- Novice Report.
- Equipment Report
- Development report.
- Web report.
- Tournaments/records report.
- Any remaining business.

# Minutes

## Welcome and apologies.

The meeting started at 20:20. The previous minutes were proposed by SK and seconded by YX.

## Second Beginners' Course.

Every year we are over-subscribed for the beginners' course, and some people drop out after a few sessions. We would like to run another course next term with much smaller numbers (around half a dozen people). This should require 2 coaches per session, and perhaps only one by the end. Coaches will rotate to ensure no experienced members will be significantly disadvantaged. It would be run the same as the previous course, and could potentially be finished within 4 weeks. It will not be advertised to the university at large.

## Holiday Shooting.

Shooting will continue in the range at the usual times during the holidays. Tuesday sessions will be run only if a key-holder is available to open. An email should be sent every week to confirm range open times.

*ACTION, RS: Email holiday shooting times to club.*

## Beginners' Course Feedback.

We have had a lot of beginners join the club, though quite a lot also dropped out of the course. We should send out a questionnaire to anybody who attended at least one session to find the reasons for our low retention.

*ACTION, AP: Prepare questionnaire.*

## Trophies.

The club has earned a number of trophies in the last year (Cuppers, BUTTS Field, Town vs Gown), though all are in the possession of individual club members. These should be housed somewhere visible, such as the Sports Centre or a college.

## BUCS Indoors planning.

The BUCS Indoors qualifiers will be in Bristol on February 22nd. This is a fairly long drive from Cambridge, and there is a chance we will be in the morning session or the session starting at noon. If this is the case, some cars will be allowed to go the night before, and the club will subsidise accommodation.

If any drop out within 2 weeks of the deadline, the club will incur a fine. Our policy will be to cover this fine if the drop out is for good reason, but otherwise the club member must cover this themselves. Attendees should also contribute £10 towards their entry fees.

LP should collect sign-ups before the end of term, but the process of getting our members signed up with BUCS Play will not start until early January. One week will be allowed for people to sign up, and another week to allow the Sports Centre to approve our entries.

## Captain's Report.

The Freshers Fair and Sports Fairs went very well this year, to the extent that our have-a-go session was oversubscribed. We also made contact with some experienced archers at the Freshers/Sports Fair, some of which are now regulars, and some which we're expecting to see soon.

This year we tried running an S&C taster session on a Friday night, and it was a great success. Though nominally aimed at novice archers, it also attracted a surprising number of experienced archers.

Though we didn't see any of these experienced members continue with S&C later, 5 novices are now attending regularly. Next term, we will be opening S&C to beginners course graduates.

We ran into some problems with our club registration, as the Sports Centre have tightened their expectations. We were hindered by a lack of progress last year on issues such as our constitution and code of conduct, and we were unable to correct these issues in time for the registration deadline. As a result, we have been downgraded to provisional registration, though it seems this will have little material effect on the club. In response, RS drafted a new constitution and code of conduct using the Sports Centre templates, and both were voted in at an EGM in early December. The constitution now requires ratification with our senior treasurer. A more complete equipment inventory has also been provided to meet the Sports Centre's expectations, though it was reported that they were surprised by the complexity of our required equipment.

Although RS has been trying to contact PlayerLayer to organise a custom stash order, so far they have been unresponsive. The First-Aid Society has behaved similarly, despite repeated attempts to arrange a training session. RS has also reached out to CADMUS to organise a have-a-go session, and the organisation of this is ongoing. They may need specialist equipment, and we are not yet sure if they can guarantee a Sports Centre session.

### **Secretary's Report.**

The club currently consists of 47 members, of which 28 identify as male and 18 as female. 35 of our members are experienced, while 12 are on the novice squad. Of our experienced members, 6 are alumni members. There are also 16 pending members from the beginners' course, with more expected at the start of next term, and some experienced members who haven't yet handed in forms.

No stash order was made this term, as the Sports Centre have released a unified stash for all sports clubs. The new design has attracted complaints from many of our members, and uptake has been low. In future, we're hoping to keep a stock of CUB branded stash to sell on to our club members, though this is dependent on PlayerLayer's cooperation.

Very little of note has changed regarding administrative procedures, barring the updates to the constitution and code of conduct mentioned earlier. The club now has a manual lifting risk assessment, as requested by the Sports Centre. Our mailing lists are due to be cleaned this coming Thursday.

### **Treasurer's Report.**

The club currently holds £12634 in our main account, plus £40 in cash/cheques. On current projections, we expect to have £7117 by the end of the budget year, which is about £600 less than predicted last year. We budgeted £9500 expenses, and have spent £2370.78 so far. Our miscellaneous budget of £200 has already been overspent by £11.

Our income has been £7932 out of a budgetted £9790. Though we're expecting some extra income from beginner sign-ups and late experienced sign-ups, we do not expect to meet the total budgetted income. The shortfall is mostly due to the loss of our usual grant funding, as we received only £900 this year compared to the £2000 expected. In contrast, we earned an extra £200 than expected from the have-a-go sessions, and we earned £4250 out of an expected £3600 on our beginners' course. We've received only £1790 out of a budgetted £2400 from experienced member sign-ups, with the shortfall accounted for by fewer alumni sign-ups than expected (and of those that have signed up, most have been given life membership).

We have received £120 of bowloan fees from novices, though only £200 in deposits. We have not had much uptake of bowloans beyond the novices, so are very short on our bowloan budget (£480).

LC has closed the tournaments account and merged the contents with our main account. We also now have functioning online banking, though only RS and LC can authorise it. We will try to correct this next term and get other signatories authorised.

### **Publicity Report.**

A new logo design has been circulated to the committee, consisting of a red lion in front of two crossed arrows. This will be brought to the Sports Centre for approval. A design in which an arrow lies beneath the lion will be used as a backup.

Some items have been removed from the Clickers sale-and-return scheme, including basic tabs and a number of quivers. The order has been addressed to CUB at the Sports Centre, and items will be sold in the new year to beginners and novices.

The beginners' Facebook group has been under-utilised, and it should be used in future to advertise socials etc.

The Percent app has had technical issues, so some purchases haven't been tracked. We have also seen poor uptake, with only 8 members registered.

*ACTION, SK: advertise percent app early second term*

## **Womens' Officer Report.**

AP has attended 2 WBC meetings during the term. She has also worked to help integrate new novice and experienced female archers into the club and to encourage competitiveness.

AP is being assessed this Saturday for a level 1 coaching certificate, and will be practicing this Wednesday. She worked with a visually impaired archer over the term, and she has recently finished the beginners course. This archer wishes to join the club next term, though she will need a spotter while shooting. The club should acquire a foot locator and tactile sight for her use.

## **Social Report.**

We started the term with a returning members formal, which was attended by 8 or 9 members.

There have been two swaps this term: one with the smallbore rifle club, and one with the roleplaying and tabletop gaming society. The former took place at the Hawks club, and it was suggested that we could start making use of the venue for our own socials.

YX would like to do swaps where the visiting club gets a chance to try archery, though this would likely have to occur during the outdoor season. Several martial arts societies have expressed an interest in this, and the fencing society may also be keen.

A planned beginners formal was cancelled as it coincided with the Peterhouse JCR Christmas party. A Christmas dinner is planned at Zizzi's, and there may be up to 25 attendees.

Over the Christmas break, YX will look into other colleges for formals. It was suggested that he could try Churchill College, as it is relatively easy to acquire large numbers of tickets.

The final shooting session of term was cancelled, so a pub trip has been organised in its stead.

Annual dinner will be held on January 18th at Wolfson College. We currently don't have a fellow willing to attend, and this may drive up the price.

## **Novice Report.**

This term saw the introduction of concrete selection criteria for our novice team, and a two-stage selection process. The novice candidates were invited to shoot in the range for a session so the club could evaluate their enthusiasm and willingness to learn.

AB has attended Tuesday sessions for novice training and has assisted at competitions. He also organised coaches for the beginners course, and has organised beginners brunch on Sundays. He has also assisted with the integration of novices into the club.

There have been an alarming number of drop-outs from the beginners course. In addition, the novices had a slow start to the year, though later rapidly improved and won the second BUTTS leg at DMU.

## **Equipment Report**

The total equipment expenditure for Michaelmas term came to £980. Next term, it is expected that we will spend a further £900, with most of this going to new arrows and risers, plus a new metal detector.

Novice equipment was allocated at the start of term, and since then new strings, quivers and chest guards have been purchased for them. Some will be given ACCs next term in preparation for the outdoor season, and some will move up to higher draw-weight bows. ZD has also purchased clickers for the novices to start using next term.

Thirteen bows were used for the beginners' course. No serious equipment damages occurred, though there were many lost fletchings and broken nocks.

Very few bows have been lent out to club members besides the novices. There is plenty of capacity for further bow loans next term.

An inventory of equipment was compiled and sent to the Sports Centre for registration purposes. The club is not currently suffering a shortage of any particular kind of equipment.

ZD would like to phase out old risers and limbs, and intends to replace these with ILF variants.

## **Development report.**

A mentoring program has been running successfully on Friday evenings. It has helped to create an environment in which archers more willing to approach experienced members for advice.

Though we have seen decent attendance at S&C, it could be improved. KC would like to get more experienced members attending.

Equipment seminars have been run on most weeks. These have seen 8-10 attendees per session, most of which are novices. These will be run again next term, and aimed at beginners. Some special seminars will be run next term, including a physio session around the third week, and a yoga session in about week 5 or 6.

One development coaching session was held, which focussed on alignment. 8-10 members took part, and it received good feedback.

Next term, KC will be promoting arrow awards. We ran out of white arrow award badges at the last beginners session, so we will need to order more.

The novices have been given resistance bands, and a number are available to sell to beginners.

## **Web report.**

The website and mailing lists have been maintained and updated throughout term.

MD set up a new email provider for the committee, which is not as susceptible to spam attacks. He is also working on a solution for those spam emails still coming to committee members via the bowmen email address used by the Sports Centre.

Finally, MD has started automating many of the repetitive tasks of the webmaster, and is looking to migrate parts of the website to Python.

## **Tournaments/records report.**

This term has been fairly hectic with regards to tournaments, with four BUTTS league tournaments and four internal target days. Several tournaments were organised on short notice, on dates that clashed with other events on the CUB calendar. There was an additional clash between a target day and our first Halloween shoot, which resulted in the target day being pushed back, and a clash between the Bray target day and the novice S&C session.

Target day attendance has been fairly low, with many experienced archers not wishing to score early in term, and many who wished to shoot the Bray missing it due to the schedule conflict. They will run again next term, though LP would like to hold fewer than four. It was suggested that he should run interesting target days such as the Bray II.

External competition attendance has been better, with a decent amount of novices willing to compete. Though once again we haven't had much success in experienced recurve categories (with the notable exception of Eleanor Brug at DMU BUTTS), we have performed well in the experienced barebow and novice recurve categories. We also performed extremely well at BUTTS Field, and moderately well at BUTTS Non-Recurve.

There have been complaints from some of our members regarding the quality of service from Enterprise car rental for our competition travel. Once we receive a bill from the Sports Centre, we will be better placed to make a judgment regarding whether we should continue to use Enterprise or switch back to CCVR.

Competition sign-ups are now being collected using Google forms. This results in a much lower administrative burden on the tournaments officer, although despite this it remains substantial.

Few archers have purchased badges from the club, likely as they were forgotten at both BUTTS legs. This was brought up at the last committee meeting, and it was agreed that the badges should not be left with LP.

Several club records have been set over the term, all in the experienced barebow category.

Cambridge were excluded from round 1 of the E-league due to a missed deadline. A request was made to have this corrected, but it was denied. Scores have been submitted for round 2, with results expected in early December.

Though LP has been uploading all scores to Archr following each competition, it has not yet been advertised to the club at large. This should be done early next term, and it should be stressed to novices that this is a training tool rather than an online competition.

The club ladder is no longer being administered by the tournaments and records officer. RS volunteered to take up this duty.

Due to the high workload of the role, LP suggested that the tournaments and records roles should be split at the next AGM, with responsibilities shared between them. For example, tournaments may be organised and run by the tournaments officer, while the records officer could handle club/county records, Archr maintenance, E-League/postal leagues, and badges.

### **Any remaining business.**

The club didn't send anybody to the Warwick Open Novice Tournament, as it was only advertised on Facebook. RS will comment to the BUTTS captains that their communication has been lacking.

*ACTION, RS: contact BUTTS captains*

KC would like to order some CUB badges to indicate Blues status, though the minimum economic order would be around 20, plus a restock of white and black badges.

*ACTION, LP: Provide badge inventory*

SK asked the committee to provide ideas for social media next term.

The SCAS postal league is starting up again. This will require scores to be submitted monthly from our club members, similar to the E-League. BUTTS Ultimate Archer will also be run, which will require additional scores from Bray and Worcester rounds.

RS would like to run taster session for the Sports Centre next term, though it will be difficult to find a time.

The meeting finished at 10:15.