

Ratified Minutes of
THE ORDINARY MEETING OF THE STANDING COMMITTEE
1st Week Michaelmas Term 2017
Monday 9 October 2017
President's Office, 16:00

Present: **The President** (Mr Chris Zabilowicz, *Worcester College*), **The President-Elect** (Ms Laali Vaddlamani, *Trinity College*), **The Librarian** (Ms Melissa Hinkley, *Keble College*), **The Librarian-Elect** (Ms Sabriyah Saeed, *Somerville College*), **The Treasurer** (Mr Gui Cavalcanti, *Pembroke College*), **The Treasurer-Elect** (Mr Stephen Horvath, *New College*), **The Secretary** (Mr Ed Evans, *St John's College*), **The Elected Member** (Mr James Lamming, *Exeter College*), **The Elected Member** (Mr Brian Wong, *Pembroke College*), **The Elected Member** (Ms Shivani Ananth, *St Anne's College*), **The Elected Member** (Mr Julian Kirk, *Magdalen College*), **The Elected Member** (Mr Kaleem Hawa, *Lincoln College*), **The Elected Member** (Ms Grace Joel, *Balliol College*), **The Bursar** (Ms Lindsay Warne), **The Senior Treasurer** (Mr Stephen Dixon, *Downing College, Cambridge*), **The Senior Librarian** (Mr Sean Power, *Oriel College*), **The Chief of Staff** (Ms Molly Greenwood, *St Hilda's College*), **The Access Officer** (Mr Aditya Badaya, *St Hugh's College*), **The CDSC** (Mr Andrew Seow, *Lincoln College*).

Attending:

Apologies:

The Returning Officer (Mr Michael Harkness, *Magdalen College*), **The Elected Member** (Mr Jan Bialas, *Magdalen College*).

Absent:

The President opens the meeting at 16:03.

Requests to Pass Absences from Previous Meeting

Matters Arising from Previous Minutes

The Secretary notes that he has made two amendments to the circulated draft minutes from the Emergency meeting of TSC in 0th week: noting the Treasurer-Elect's objection to vacation day records, and adding two Elected Members of TSC who had been overlooked.

Ratification of Minutes

Upon objection from the Treasurer, the President adjourns ratifying the minutes of 0th week emergency TSC to the next ordinary meeting of TSC.

The President

Meetings missed: 0, Missed without good reason: 0

Business of the President:

The President postpones his business, concerning the ratification of Appointed Committee, to the next ordinary meeting of TSC.

Questions to the President:

There are no questions to the President.

The Librarian

Meetings missed: 0, Missed without good reason: 0

Business of the Librarian:

The Librarian moves that Mr James Lamming be Elected Standing Committee delegate to the Finance Committee, Mr Brian Wong to the Debate Select Committee, Ms Shivani Ananth to the Access Committee, Mr Julian Kirk to the Library Committee, Mr Jan Bialas to the Wine and Spirits Committee, Mr Kaleem Hawa to the Finance Committee, and Ms Grace Joel to the Access Committee.

Seconded by the Secretary

The Treasurer-Elect asks why the Librarian is proposing the motion, rather than the President.

The Librarian says it is her understanding that this is something any senior Officer is able to do.

The President says that he approves the Librarian's motion.

Nem. con.

Questions to the Librarian:

There are no questions to the Librarian.

The Treasurer

Meetings missed: 0, Missed without good reason: 0

Business of the Treasurer:

The Treasurer moves that TSC, as recommended by Finance Committee, approve DSC expenses totalling £1,421.51, subject to the Bursar's approval.

Seconded by the President.

Nem. con.

The Treasurer notes that he has found a few DSC expenses forms from Hilary term, and is unsure whether they have been submitted. He intends to review them and give TSC the relevant information next week.

The Treasurer also wants to raise a proposal to see if TSC agrees in principle – since the large Committee music speakers no longer work, and it is inconvenient to find available speakers for socials, he argues that it is worth investing in new speakers. This is especially the case since there are 3 big socials each term, and they are additionally used at other events. He has found that some PA systems can be relatively inexpensive, such as between £100 and £150. He asks TSC to approve in principle so that he can discuss this further with the Bursar and the President.

The Bursar notes that the previous speakers were too big, which needs to be taken into consideration.

The Treasurer says some of the ones he has seen are much smaller.

The Bursar agrees that technology has moved on since the last speakers were purchased.

The Treasurer notes that smaller speakers are appropriate for smaller social events, and are used at the Ball as well for some rooms in the Union buildings.

The Treasurer-Elect asks if it is possible to repair the existing speakers.

The Treasurer says they are very much out-of-date in technological terms.

The President-Elect notes that the staff of Purple Turtle recommended some suppliers and made some suggestions.

The President moves that the Treasurer be mandated to investigate the purchase of new music speakers and report to him and the Bursar.

Nem. con.

The Bursar notes that noise complaints can be a risk with loud speakers.

The Treasurer says that he will give a number of potential examples.

The Treasurer also proposes that the codes to the Officers' offices should be changed – he notes that the external door to the offices has had its code changed, but not the doors of the offices themselves.

The Treasurer moves that TSC approve changing the codes to the Librarian's, Treasurer's, and Secretary's offices.

Seconded by the President.

Nem. con.

Questions to the Treasurer:

There are no questions to the Treasurer.

The Secretary

Meetings missed: 0, Missed without good reason: 0

Business of the Secretary:

The Secretary requests that TSC, in accordance with rule 62(p), reduce the contingency of the ball from 20% to 14%, as is established practice and has been approved by the Finance Committee.

The Secretary moves that TSC reduce the contingency for the Michaelmas Ball from 20% to 14%, as approved by the Finance Committee.

Seconded by the President.

Nem. con.

The Secretary notes that the passing of the ball budget has been delayed to an Emergency meeting of TSC tomorrow, pending further scrutiny and review by the House Manager and the Bursar.

The Secretary reads out a list of the current residential members.

The Secretary moves that TSC approve the list of residential members as it stands.

Seconded by the President.

The Librarian asks if the residential members are to the best of the Secretary's knowledge residents of the city of Oxford.

The Secretary replies that to the best of his knowledge they are.

Nem. con.

Questions to the Secretary:

There are no questions to the Secretary.

Mr Lamming

Meetings missed: 0, Missed without good reason: 0

Business of Mr Lamming:

Mr Lamming has no business.

Questions to Mr Lamming:

There are no questions to Mr Lamming.

Mr Wong

Meetings missed: 0, Missed without good reason: 0

Business of Wong

Mr Wong has no business.

Questions to Mr Wong:

There are no questions to Mr Wong.

Ms Ananth

Meetings missed: 0, Missed without good reason: 0

Business of Ms Ananth:

Ms Ananth has no business.

Questions to Ms Ananth:

There are no questions to Ms Ananth.

Mr Julian Kirk

Meetings missed: 0, Missed without good reason: 0

Business of Mr Kirk:

Mr Kirk has no business.

Questions to Mr Kirk:

There are no questions to Mr Kirk.

Mr Jan Bialas

Meetings missed: 1, Missed without good reason: 0

Business of Mr Bialas:

Mr Bialas has no business.

Questions to Mr Bialas:

There are no questions to Mr Bialas.

Mr Kaleem Hawa

Meetings missed: 0, Missed without good reason: 0

Business of Mr Hawa:

Mr Hawa has no business.

Questions to Mr Hawa:

There are no questions to Mr Hawa.

Ms Grace Joel

Meetings missed: 0, Missed without good reason: 0

Business of Ms Joel:

Ms Joel has no business.

Questions to Ms Joel:

There are no questions to Ms Joel.

The President-Elect

Meetings missed: 0, Missed without good reason: 0

Business of the President-Elect:

The President-Elect has no business.

Questions to the President-Elect:

There are no questions to the President-Elect.

The Librarian-Elect

Meetings missed: 0, Missed without good reason: 0

Business of the Librarian-Elect:

The Librarian-Elect has no business.

Questions to the Librarian-Elect:

There are no questions to the Librarian-Elect.

The Treasurer-Elect

Meetings missed: 0, Missed without good reason: 0

Business of the Treasurer-Elect:

The Treasurer-Elect proposes amending Standing Order F7, to remove from it those institutions that no longer exist, having been either absorbed or renamed. He argues that it is important that records relating to membership are up to date to prevent fraud.

The Treasurer-Elect moves that Standing Order F7 be amended, to remove those institutions that no longer exist and amend names that are now defunct.

Seconded by the President.

The Bursar asks why Green Templeton College is included.

The Treasurer-Elect notes that the institution is now called Green Templeton College, but was formerly Green College – his proposal includes adding the ‘Templeton’.

Nem. con.

Questions to the Treasurer-Elect:

There are no questions to the Treasurer-Elect.

The Ex-Officio

Business of the Ex-Officio:

The Ex-Officio have no business.

Questions to the Ex-Officio:

There are no questions to the Ex-Officio.

The Senior Librarian

Business of the Senior Librarian:

The Senior Librarian has no business.

Questions to the Senior Librarian:

There are no questions to the Senior Librarian.

The Senior Treasurer

Business of the Senior Treasurer:

The Senior Treasurer has no business.

Questions to the Senior Treasurer:

There are no questions to the Senior Treasurer.

The Bursar

Business of the Bursar:

The Bursar has no business.

Questions to the Bursar:

There are no questions to the Bursar.

The Returning Officer

Business of the RO:

The RO has no business.

Questions to the RO:

There are no questions to the RO.

The Chairman of the Consultative Committee

Business of the CCC:

The CCC has no business.

Questions to the CCC:

There are no questions to the CCC.

The Access Officers

Business of the Access Officers:

The Access Officers have no business.

Questions to the Access Officers:

There are no questions to the Access Officers.

The Chair of the Debate Selection Committee

Business of the CDSC:

The CDSC has no business.

Questions to the CDSC:

There are no questions to the CDSC.

Changes to the Composition of this Committee

There are no changes.

Any Other Business

The President-Elect notes that the Finance Committee discussed further safeguards to prevent those who are eligible for membership attending events as guests, since such individuals do not fall into the category of legitimate guests according to the rules. She says this is a work in progress.

Date of the Next Meeting

Tuesday 10th October 2017, at 15:30 in the President's Office.

The President closes the meeting at 16:15.

Signed,

A handwritten signature in black ink, appearing to be 'Ed Evans', with a long horizontal line extending to the right.

Ed Evans
St John's College
Secretary