

# BA Committee Minutes

BA rooms, 18:38

31/07/19

Present: Lukas (President), Kasia (Secretary), Hikaru (Ents), Miriam (Welfare), Aaron (Ents), Josh (Sports), Ulla (Womens), Alex (LGBT+)

Apologies: Nat (Computing), Thomas M (Catering), Thomas G (Treasurer), Radu (Ents)

Absent: Michal (Liaison)

## 1 Freshers Week - Updates

- LG has been in correspondence with Caitlin (JB) about bookings, and with Bryony about changes to be approved, meeting with the Dean tomorrow
- TM promises to get on top of ordering for food and drink for tea party, international food night, rest will be provided by individual event organisers
- Exact number of students not yet received, email address will be provided by Sheila
- Family dinners: MS - encourage two days but allow some flexibility within the week
- Rota - KW: committee to start filling in.
- Fellows panel - LG: we have two fellows suggested so far, KW will contact fellows, get in contact with suggestions.
- TG update on how to submit FW receipts
- Rough guide - KW: in good shape. Will be sent as a pdf to all freshers two weeks before arrival. A few copies will be made available in the BA rooms.

## 2 Committee Contact Details Update

- Committee Sim card needs buying and phone needs finding. LG will take responsibility.
- Committee contact details need to be updated - list is being passed around the room.

## 3 Families - update (MS)

- Now have sufficient 35 parents, signup will stay open until mid August.
- MS starts conversation about allowing freshers to opt out of the system. Some debate is had, it is agreed that if phrased correctly this is likely a good idea.
- Questions:
  - Will there be questions for allocating College children to parents? MS - yes, will be a follow up email/google form as for parents
  - How does the matchmaking process work? MS - using answers on the form.

- Could the form be simplified? MS - no.
- Do parents have to cook a whole meal or can they also go to a restaurant (cooking is a 3-5h time commitment if done well)? MS - it doesn't have to take 3 hours to cook, you can go out, but you have to pay for your children any amount above the 5 subsidy.
- Will there be a thank you message/card for parents (from BA committee)? MS - yes, in the form of the ability to go to freshers week events, and a nice email.
- AW - is there a budget for later family dinners? MS - yes, same again for Lent and Easter.

## 4 Any other FW business

- Committee Information Poster / Photo Wall in front of Hall (LG)
  - What? - A photo wall of Committee, Key contact details and activities - term card?
  - When? Before Freshers Week, wearing stash
  - Who? UPs husband does photography, would ask for headshots.
  - Could get prints for free on snapfish
- Sweatshirts update (KW)
  - Should arrive on 7th August
- Reminder to sign up for rota.

## 5 Catering Agenda Items (TM via email)

- To Ents: which dinners would we like approval from council for decorations?
- TM asks for someone to get the signatures required for booking the OCR.

## 6 BA Cupboard Inventory Taskforce

- Goal: create an inventory (Spreadsheet) of the cupboard items and other BA Society property, and also shelving.
- JB, LG, AC, RB need a key. LG will give some out, but more need cutting.

## 7 Quick update on using college sports spaces for BA events (MS & JB)

- Gym: will be a meeting with Harry (gym trainer) and TG on subject of refurbishment, when everyone around (hopefully over summer)
- South Paddock and outdoor space:
  - Emailed Peter Windmill re croquet on South Paddock. It is allowed, as well as on Fellows garden, but not on bowling green except as part of a college event. Have asked for clarification about whether advance notice is needed for South Paddock.
- AW has worked out how to reserve fields, email the field club president cc-ing Joan Lazenby, to get phone number of person in charge of fields.

## **8 AOB (non-FW)**

### **8.1 Summer Term Events**

Spreadsheet with short comments works well, LG gives thanks to the committee

### **8.2 Liaison Update (MB)**

Document to smooth the room bookings process is in draft

### **8.3 Communication with JB/Dean/Bidwells**

- MS - question on Bidwells vs accommodation handbook.
- Send suggests for handbook changes to LG.

### **8.4 Annual Survey**

- MB and LG will go through old surveys.
- LG will receive suggestion for the new one.

Meeting closed at 19:58