



TREVELYAN COLLEGE JCR MINUTES

# JCR Executive Committee Meeting 2022

5<sup>th</sup> October 2022 at 6pm in the E Meeting Room

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## CONTENTS

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Contents	p.1
Present	p.2
Individual reports	p.2
Communications within exec	p.3
TV in cobbles	p.3
Communication with societies	p.3
Alumni Communication	p.4
Diwali Formal	p.4
Vintage Bar Night	p.4
Events	p.4
Drop Ins	p.4
Any Other Business	p.5
Action Points	p.5

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**PRESENT**

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Dorian Held	<b>President</b>
Mudit Tulsianey	<b>Vice President</b>
Clementina Vong	<b>International Rep</b>
Emma Rohe	<b>Welfare Officer</b>
George Little	<b>Treasurer</b>
Grace Moore	<b>Services Officer</b>
Jim Lin	<b>Social Chair</b>
Roshni Vachhani	<b>Publicity Officer</b>
Thomas Hewitt	<b>Chair</b>
William Brown	<b>SU Representative</b>
Yusuf Alsari	<b>Communities Representative</b>
George Scholey	<b>Bar Sabb</b>
<b>Apologies:</b>	
Sara Westerhuis	<b>Buttery Chair</b>

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**INDIVIDUAL REPORTS**

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DH: Since the last time we met, I have done a few things. I've organised the college photo for 2<sup>nd</sup> year on 2<sup>nd</sup> November. I have caught up on the back log of messages and emails due to freshers week, mainly messaging about when things opening and equipment missing. I've ordered a new popcorn machine for the buttery, arriving next week. The printer is broken, called CIS and they said they would come but they didn't. So will call again. Michaelmas has a lot going on, and it might be a nice idea to do as a nice welcome back from Christmas break. Grace and I are going to meet about future formal meal plans. Meeting with Kunle, Martin and myself, about the cost of living crisis. We organise 3 free social events this term along with a few other things like staggering payments. In Trevs we do follow a lot of the agreement already, so just need to sign it. Also a meeting about accessibility of college spaces, 2 years ago college decided to lock it all and make it all bookable. So, I am looking into making it open all the time, or partly. I really want us to work on making college a space for livers out to want to come back to and feel comfortable. Make E meeting room a group study space or if we can get the TV working, a nice space to practice presentations. Maybe add some extension cables to make it more accessible. Add a piano, maybe move the one

MT: We had the formal, the main issue was getting the seating plan across so thinking we need to print out the seating plan. Hope the next one won't be as rushed. Trying to organise a meeting with Martin about careers talks. Trevs Talks went well. Stash is opening on Monday. Frep hoodie, we got 30% discount due to the mishap! To improve the services, going to send an email with all the feedback from previous VPs.

CV: Talked to PoC reps about Diwali formal. With invite PoC to international events committee.

ER: I had a meeting with Hannah to decide what to do about alcohol awareness week.

GL: Freshers week just over. Sold a good number of levies which is a good start to this year! Starting to look ahead of the year, and now looking at budget. Trying to piece together budgets over the past few years. Training buttery treasurer on Friday so won't need to cash up anymore!

GM: Formal went quite smoothly from our side. We need to make sure we have direct access to the list rather than what we were doing this time. The money goes directly to our bank account. We are going to have a meeting solidifying menus. Someone cooked something in the kettle again, going to make a professional sign that is very to the point!

JL: Castle social event with both execs. We already have an intercollege exec formal in November at Hatfield.

RV: Just been updating social medias and websites with all relevant things

TH: I've added everyone to the JCR mailing list. There has been a bit of faff with college about the mailing list, everything but the college list is dormant. I think we need to work over the next 4 years to work out these lists. Committee elections are open, make sure you advertise it. Look into videoing like what you and your committee does for the gram!

WB: Been writing my manifesto, so sending it to Dorian to check. Nominations close in 8 days.

YA: I've been busy the past week, housing campaign had training today at the SU. Was given useful documents and housing campaign next week Wednesday. I'm planning to do another one, in December. Had a meeting with Hannah with Friday.

GS: In terms of the bar running, still open every night, profit most nights if not all nights. Did a stock day today, working how much and what we have in stock, to work out value. On Saturday is the bar night, so the bar will be open from 8 – 12 as per usual, with Tim Fowler DJing. Staffing issues, trying to get people to sign up for shifts, but will deal with that. Will be sending out Bar and Buttery applications with Sara on Saturday around midday so will make sure that happens. We have done lots of lovely art work.

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#### **Communications within the Exec**

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DH: Slack is being slack and is archiving messages over 90 days and can't access these unless we have premium. So I propose we move away from this. I think teams is a good idea.

GL: What about discord?

GS: It is basically slack but no professional

A discussion proceeds about how cool Discord is!

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#### **TV in the Cobbles**

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RV: Send Dorian pictures (So JPEG and PNG). Ideally make it in powerpoint.

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#### **Communication with societies**

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RV: The colleges societies mailing list hasn't worked, it would be great to be able to get in touch with societies for the newsletter

TH: Interesting, we have had a bit of difficulties with the mailing list

DH: It seems as though the two people who probably need it the most, Kayleann and Roshni, don't have access to it. Will look into this.

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#### Alumni Communication

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MT: We would like to talk to alumni and work on setting up awards with them where they would provide the financial means. For example, person X donates Y amount of money and they want it to go towards welfare and student support. So we, as the JCR, can name this the X award which is all about welfare and student support which can support activities up to Y amount.

Vote on thoughts about this: mostly agree this is a good idea

DH: One concern is to make sure that there is a clear plan of what we would want from alumni, so need to work on an email template

MT: Yes, agreed. We need to talk to college and try to work together on communicating with alumni

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#### Diwali Formal

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CV: I've never done an event and a formal, if I don't hire any ents, what is the procedure?

DH: I recommend just letting Janice know and what spaces you are using etc. If you are using the bar, make sure Geroge S knows. I know in the past, Diwali had formal and bar night and henna in the undercroft. Never a bad idea to have buttery supply for some food.

GL: Make sure we are cautious with budgeting, but running good events.

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#### Vintage Clothes Bar Night

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JL: Me and George L will be selling all old trevs day tshirts (not this year). A normal bar night. Shouldn't be a problem as not hiring events. Is going to be in October.

RV: Hmm, October is looking jam packed. When about?

JL: Around 20<sup>th</sup>

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#### Events

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JL: #Get to know XX , great way to meet each other

RV: Not convinced it provides an insight into what the aim of the event is

TH: What about a coffee morning with all the exec and all the college staff (like Janice and Jim)

JL: I feel like this is more intimidating idea. How about we do it in pairs or triplets?

WB: # is too complicated

DH: Could organise a livers out thing specifically?

TH: Yusuf in charge coordinating with livers out, potentially the best person to organise this

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#### Drop in this term

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RV: Monday – Thursday: 4 – 6pm

JL: Physical drop in list would be useful as from the freshers feedback form physical board we had in the cobbles was where people found most information

CV: Can we have training of the exec office so we know what is where etc.

DH: Yes, absolutely

YA: Can we also clean the office

DH: Yes, I think we need a more organised office so people use it more

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**AOB**

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TH: Is everyone aware of their Tier 2's? Has everyone contacted their Tier 2's?

JL: Lets go over social garage and clear it, bar and buttery garage to check

DH: Go over your box. They are meant to store things for easy access, know whats in their

WB: Don't have keys to the office

DH: On that note, do you think every exec should have a key

Voting happens

DH: Okay, pretty unanimous, I will go to Janice that all exec have keys. Sign in and sign out. Have a system in place for key handover.

JL: Where are our POV D T shirts?

DH: Hmm, potentially ask college

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**ACTION POINTS**

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MT, ER, JL, GL, TH: film a video on who you are and what your committee does! (by Friday)

DH: add RV to soceties mailing list

GM to as ask: Why can't we use the spare food at the end of formal due to late arrivals?

DH: Financial state, to send cuths form to GL

DH: To sort out keys to the office