

**Minutes of meeting held on Sunday, 12 Dec 2010, 18:00 in Russell Street**

Present: Sophie, Chris, Niamh, Paddy, Mélodie, John, Aaron, Dan, Tom, Blaine

Apologies: Rachelle

Agenda:

1. Burns Night
2. Management meeting
3. Other formals
4. Budget
5. Pub crawl for MCRs
6. Wine tasting
7. MCR lower room

**1. Burns Night**

- The Burns Night formal has been officially set for Saturday, 29 January. Pre-dinner drinks will be held in the Ramsden Room, using the remaining sparkling wine from the Christmas formal.
- It was agreed that there would be a seating plan for this formal. BLAINE will remind members in the initial email announcing the formal to register their seating preferences. Additional help will be needed from committee members to prepare place cards. NIAMH volunteered to manage this task, provided that others assist. TOM will be responsible for arranging the seating plan.
- Members will only be permitted ONE guest during the initial sign-up period. This number may be changed, according to interest.
- Invitations will be extended to the fellows and graduate tutors, as they are allowing us to use the SCR for drinks after dinner, as well as to the musicians.
- MÉLODIE will be responsible for drink purchases. It was agreed that 15 bottles of red, 15 white, 15 sparkling, and 5 port would satisfy drink requirements. ALL committee members will be responsible for monitoring the drink supply in shifts.
- NIAMH is booking a caller from Cambridge for the dances.
- There are no plans to decorate for the formal. There will, however, be tablecloths. Several names were mentioned as potential poetry readers for the evening, but the committee did not decide on this matter.

**2. Management meeting**

- Tom reported on a recent management meeting, where the allocation of funds from alumni and patrons was discussed. Some funds may be available for the renovation of the MCR, which would help offset the cost to the committee.

### **3. Other formals**

- SOPHIE has spoken to catering about the use of the bar for the other formals proposed at the last committee meeting and is waiting for their response.

### **4. Budget**

- Daniel reported to the committee on the MCR's expenses this term. There was a small increase in spending on the Christmas formal, as a second band was booked, decorations were purchased, and extra wine had to be purchased due to a delay in the Tesco delivery. This year's expenses will help set a budget for next year's formal. It was noted that tablecloths should be purchased from the hall in the future.
- As fewer funds will be needed for the renovations, suggestions for other spending initiatives can be forwarded to Tom, Sophie, and Daniel. TOM will mention this in an MCR bulletin to members.
- Discussion focused on increasing the formal guest charge in order to increase revenue and to decrease the charge to Catz members. Any adjustment would take into account guest attendance related to swaps and society events. The data presented is based on five swaps per term. Blaine noted that most colleges do 2-3 per term, but that five is feasible. Present attendance rates would allow the cost to Catz members to be adjusted to £6.50, guests of members to £9.50, and other guests to £12.50.
- It was suggested that Catz members might sign in guests for society swaps and that it might be better to charge £11.00 to all guests. Committee members noted that it would be apparent from the guest list that the booking is for a society. Ultimately, subsidizing the formals for members will encourage attendance and benefit the MCR financially, even if this situation should occasionally arise.
- The committee approved of the cost changes. It was noted that other colleges operate under a similar scheme.

### **5. Pub crawl for MCRs**

- Niamh asked the committee if there was interest in volunteering Catz bar for an MCR pub-crawl to college bars. Participation would depend on dates and would require the Dean's permission. NIAMH will get the details on the event and provide them to the committee before making a decision on participation.

### **6. Wine tasting**

- Mélodie proposed a wine tasting event for the MCR in the New Year. The committee supported the idea, noting that it would be necessary to charge attendees in order to prevent individuals from taking advantage of the event. Other colleges have had some success with such events.

## **7. MCR lower room**

- John informed the committee that there have been some issues with clean-up of the MCR. It was recommended that we remind MCR members that parties are not to be held in the MCR, that they are responsible for the conduct of their guests, and that they should remove any rubbish left when they use the space.

The meeting closed at 19:00.

These notes were taken by the secretary.