

MCR Committee, St. Catharine's College
Meeting held on Tuesday 29th May, 2018

MINUTES

Present: Charlotte Kenealy (CK – Co-president), Helen Wilkes (HW – Secretary), Frances St George-Hyslop (FS – Welfare officer), Julien Mahin (JM - Social secretary), Alice Porter (Education officer), Souradip Mookerjee (SM – Computer officer), Conrad Watt (CW – Food and Drinks officer), Jonny Davidson (JD – Formal Hall officer).

Absent with apologies: Sarah Paris (SP – Co-president), Joe Cooper (JC – Accommodation officer), Dermot Trainor (DT - Social secretary), Fynn Krause (FK – Treasurer), Iacopo Russo (IR – Green officer).

The meeting was called to order and chaired by Charlotte Kenealy. The meeting was minuted by Helen Wilkes.

00	<p>Actions from previous minutes:</p> <ul style="list-style-type: none"> • Photos – still not out of quiet period • Damage insurance – refer to the next committee • Keep searching for successors • Consider reinstating the externals officer - leave for next year's committee • There was poor attendance at the ice cream event – how to tackle this? • Swap went well but had low attendance – how to tackle this? • Picnic went well 	<p>CK, HW, FS, JM, AP, SM, CW, JD</p>
01	<p>Co-presidents' Report</p> <p>1 Elections</p> <p>HW reports that we have had no manifestos for next year's committee.</p> <p>Action: Extend the deadline by 2 weeks, and advertise more.</p> <p>2 GDPR</p> <p>The MCR is a grey area with respect to the GDPR.</p> <p>Action: Every committee must fill out the audit CK has sent out, if they haven't done it already.</p> <p>Action: At the end of our tenure, all committee members must delete any personal data in their possession.</p> <p>3 CCC</p>	<p>CK, HW, SM, JD,</p>

	Russel street grass – college is reviewing communication between its members.	
02	<p>Food and Drink Report</p> <p>1 Alcohol CW has bought all of the prosecco and port for the rest of the year, and will check with FK to see if there's any money left to spend on something special.</p>	CW
03	<p>Formal Hall Report</p> <p>1 Midsummer</p> <p>Dress code will be 1920 theme black tie, no gowns.</p> <p>Action: Enquire about hiring Churchill casino for the evening.</p>	JD, JM, CK
04	<p>Social Secretary Report</p> <p>1 Midsummer,</p> <p>Hiring the jazz band is in hand.</p> <p>Action: will provisionally book the McGrath for the evening.</p> <p>Enquired for ideas about the theme's décor.</p>	JM, CK, JD
05	<p>Green Officer Report</p> <p>NTR</p>	
06	<p>Welfare Officer Report</p> <p>NTR</p>	
07	<p>Education Officer Report</p> <p>NTR</p>	
08	<p>Computer Officer Report</p> <p>NTR</p>	
09	<p>Secretary Report</p> <p>1 Midsummer photo</p> <p>Action: Book JET photographic for the midsummer photo.</p> <p>2 Committee photo</p> <p>Action: Create a doodle poll for the date of the committee's photo.</p>	HW, CK
10	<p>Treasurer Report</p> <p>1 Remaining money as of 29.05.2018</p> <p>a) ~ £1500 : This is the amount of money we have left to spend now, without adding additional revenue from bar compensation and end of year-corrections</p>	HW, CK, JD, CW

from College

b) ~ £1500 : This is what we budgeted in at the beginning of the year as revenues from the exclusive use of bar-compensation, based on what the MCR got last year (which was even higher than that). We haven't received any of that yet, and it does vary a lot from year to year, which is why I suggested to not include it in our actual budget, but to use it for long-term projects at the end of the year (eg put it towards new things for the MCR). It might be equally possible that we won't get as much this year!

c) We also expect a correction of our college contribution at the end of the year (within the range of a few hundred pounds), which should reflect the increase of the MCR intake; the finance office has so far been unable to give me accurate numbers, so we will only know the exact figure around mid-June

Our financial situation looks very good, and we should really think about what we want to do with the remaining money;

A few expenses we might want to think about for the remainder of our year:

a) Midsummer dinner (we also get money from the tickets, that increases the money we can spend here)

b) Any further coffee costs for the MCR

c) MCR Treats

d) Handover BBQ !!!

e) End of year presents (eg to college staff)

2 End of Year finances / Auditing

Our accounts are basically ready for the end of year audit. We now only need to add the remaining expenses we will have until the end of June.

3 Other points

FK is meeting with the finance office at the end of the week to discuss if we can change the account strategy for the MCR account (currently we are at 1% interest p/a, but I haven't seen any documents backing that number up yet). We are also going to discuss the exclusive use of bar compensation and the garden party reimbursement (we were supposed to meet earlier, but we had to rearrange due to auditing preparations).

4 Key deposit

We have been cleared to use the key deposit fund. Actions: would like suggestions on what to spend this money on, such as extra air mattresses, gaming console in MCR, board games, furniture etc.

5 MCR account name.

The MCR account is in the name of the appropriate treasurer, which raises a number of issues. Action: talk to accounts about changing the name holders

	account to 'St Catharine's MCR'.	
11	<p>Accommodation</p> <p>1 H&S meeting</p> <p>College tenancies – residents in college accommodation will now have to watch a more specific video on fire safety. There is now a more specific safety training course for various groups in college – there will be one specific to graduates.</p> <p>Food and hygiene</p> <p>New fire alarms in the main college site will be installed during the summer.</p>	<p>CK,</p> <p>JD</p>
12	Miscellaneous	