

PRE-TERM MCR MEETING MINUTES

Date: 02/10/19

Time: 6pm

Attendees: Jess, Oli, Polly, Francisco, Callum, Nathaniel, Anna, Alex, Adrian, Charlotte, Souradip, Emma

Agenda Items

1. **General Introductions.** People's names and committee positions were introduced. Olivia Halsall is interested in the position of Women's Officer but BME, LGBT and 4th year rep positions still need to be filled. There was also a general note of thanks to all the work that people did over the summer.
2. **Freshers Week Itineraries and Welfare Supplies.** Everyone received itineraries for the week to post into various graduate accommodations, there was a confirmation of which committee member was going to which accommodation. Welfare supplies were provided by Charlotte in baskets and it was agreed they would be taken to the accommodation blocks with the itineraries.

Action Items: Polly and Anna to send out reminder e-mails for the Meet and Greet
Jess to add 4th years to the MCR mailing list and check the returning
Catz alumna is also on the mailing list.

2.1 Meet and Greet. Friday 4th is a big event, remember to collect the students from their accommodation between 6:30pm and 6:45pm to meet at Catz bar at 7pm. An activity or challenge needs to be thought of for the groups of students, this may be outside weather dependent.

Action Items: Thanks to Charlotte for the stickers but could she get more
Anna and Polly will print off the animals onto the sticker paper, perhaps asking the college librarians for help and will bring pens for students to write their names, subjects and level of study.

2.2 Matriculation. Saturday 5th, everyone who is available will meet at 10:30 am to give tours, likely of the bar, hall, libraries, gym, MCR and computer rooms.

Action Items: Reassure any new students that the dress code for Matriculation is smart, dark shoes and corresponding outfit. There is no need to stress.

2.3 Wine and Cheese. Saturday 5th, please arrive from 7:30pm to help set up, students arrive at 8pm and leave at 11pm then can people please stay to clear up until 11.30pm. Cheese is arriving after lunch on Saturday. At the event the cheese will be help yourself, but the wine will be poured by committee members. There will be time slots to pour wine and check for spillages. Each student will only receive one glass, so they need to keep hold of it.

Action Items: Nathaniel is getting 3 vegan cheeses from London.



2.4 Brunch and Punting. Sunday 6th, brunch is followed by treats, 1pm to 2pm and then punting. Anna and Polly's names will go down as the recipients of the free punt and Oli and Jess will be available to show the students where to go.

Action Items: Cake and biscuits needed for the treat element of the day.

2.5 Bar Swap. Monday 7th, bar swap with Jesus begins at 7:30pm but everyone must be out of the bar by 9pm, everyone who is around please help with this.

2.6 Quiz Night. Tuesday 8th, quiz in the bar from 8pm to 9:30pm. There is a microphone and the Quizmaster has been arranged. We have 4 prizes courtesy of the bar, but we probably need 4 more for teams of 8.

Action Items: Souradip will try and get four more prizes, maybe buying them (£6.99each)
Anna and Polly will check if paper and pens are needed for the quiz,
Alex could help provide them or if answer sheets will be given out.

2.7 Yoga. The Yoga will no longer be on Wednesday but on Friday 11th from 5:30pm to 6:30pm in the Ramsden Room. It costs £160 every four weeks with the remainder paid by the JCR.

Action Items: We should keep an eye on who attends and think about making it 50/50 between the JCR and MCR

2.8 Parent-Child Formal. The parents should all now be matched with children and need to fill out the form for the formal. The port and prosecco will fit in the MCR cupboard and should be ordered for the whole term (36 bottles of prosecco and 24 bottles of port)

Action Items: Nathaniel and Adrian will order the port and prosecco from Aldi maybe using the MCR card.
Nathaniel will make the seating plan and check with the catering staff how the seating plan works, who prints things off etc.

2.9 Freshers Bop. Friday 11th, decorations and welcome drinks are sorted. Arrive to help set up at 7pm, the bop starts at 8pm and finishes at 12pm. We can clear up on the night or the day after. We have wristbands for Fez one for each committee member who will get in free and 60 for students who will receive a reduced price.

Action Items: Watch out for others during the bop and tell the bar staff about any one being sick straight away so it can be cleaned up.
Alex will check whether there is a cost to exclusive use of the bar.

2.10 Botanical Gardens and BBQ. Saturday 12th weather dependent.

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3. **Hoodies.** Hoodies/Jumpers will not have arrived so maybe MCR committee members should wear stickers during events to make us obvious.
 4. **Formal Hall Guide.** Great updates to the guide by Nathaniel but maybe take out the part about using a fork correctly. How will this be distributed? At the end of the reminder email for the Parent-Child formal, or asking the parents to remind their children of the important things like not getting up between graces etc? It could also be distributed on Facebook and the MCR website.
 5. **Swaps.** Formal swaps with Pembroke have been organized by Nathaniel on the 24th(?) and 31st(?) October – dates need to be checked. We are also hosting Sidney on the 28th November. Girton has also expressed an interest – we would be willing to host if they wanted to come here but need to check on interest for going to Girton.

Action Items: Nathaniel to put the swaps on the formal booking system and to talk to Martin if any changes to the menus are wanted.

6. **Budget.** Usually the MCR spends around £17,000 to £20,000, last year the budget was over by £3,000 because of the new coffee machine. This year we will therefore try and keep costs down especially for Michaelmas term and see what we have left. If anybody buys anything for the MCR please send images of the receipts to Alex (Treasurer).
7. **Pidges.** The matter of Pidgeon holes will be raised with the college to see what can be done about the lack of space/sharing pidges.
8. **Newsletter.** The first newsletter will be sent out next week if anyone has any notices they should be sent to Emma (Secretary).
9. **Promotion of Sports and Societies.** Please can we make sure that new MCR members know about and feel free to join any of the Catz sport and societies. Promotion through the newsletter, on Facebook and the website would be useful.
10. **Max Mackey.** As a long-time visitor of the college, he is an art historian who used to be an honorary member of the MCR. This status has lapsed and his position in college is unclear. His status needs to be clarified perhaps by speaking to the college authorities or renewing his honorary membership of the MCR.

Closing and thanks from Jess and Oli to the MCR committee.