

21 June 2016

BA Committee meeting

TCSU Meeting Room

Present:

Sofia Taylor
Ravi Solanki
James Manton
Talia Pettigrew
Lydia Heinrichs
Mark Burrell
Rory Little
Rozi Vofely

Apologies:

Filip Szczypinski
Brieuc Lehmann

Garden party afterthoughts:

- Renting party supplies (=games) instead of buying - saves money and no late delivery issues
- Bin bags & labels for allergens to be acquired in advance
- Music: very difficult to get a jazz band without having permission for amplification. Lydia found lastminutemusicians.com very useful.
- Pitchers need to be arranged better (or get a big bowl like the one for Pimm's!)
- Get a photographer
- Quantity (and quality) of food was enough, food run out at 4.45 allowing us to clean up the tables before ice cream was served. Drinks lasted until the end but only a few bottles were left over.
- It was good to have the whole team there from the beginning. Serving required more people than initially assumed. 3 people for drinks is comfortable (one for Pimms, one for sangria as these need to be mixed fresh so they don't lose the fizz and one for the sparkling wine & non-alcoholic). For serving food (=refilling the platters) two of us were enough. Ice cream is most efficient if there is one person per flavour plus one for strawberries.
- We got a last minute request about gluten free food - it turned out all fine in the end but next time we should ask for any dietary requirements other than omnivores, vegetarians and vegans, for which we cater by default.

Finances:

General:

- Ravi has gone through last year's accounting and rectified the numbers. We still have a lot of payments pending, as well as reimbursements towards the previous committee.
- The financial report will be submitted shortly, for the College Council meeting on 1st July.
- Ravi asks that reimbursement requests be submitted through the Asana project "Reimbursements", with pictures of the bills attached. He will arrange payments as we go, so the accounts always show the actual financial situation. Committee members should add their bank details to their contact detail page.
Deadline for reimbursements is 30 June (end of financial year).
- Ravi will make a template for providers who don't provide bills.
- Charging for events: submit spreadsheet through Asana (like reimbursements)
- Ravi thinks of budget categories as guidelines. Respecting them to the last penny was one of the things that made last year's accounting less transparent than desirable.
- BA Room renovation plans: £4.500 assigned for this purpose

Fresher's week budget

- The increase (~£800) in the Freshers' Week budget is not supported by College at the moment, they propose that we cover the difference from our reserves
- This difference is not an actual increase, it is the result of a more transparent management of the accounts and next year's budget will be similar to the proposed increased budget.
- FW is a regular event, the biggest one we organise and it is very successful, it creates a very good impression of the College for the freshers.
- Motion: this year only, the BA Society covers half of the apparent increase and College covers the other half.
- Vote: motion has been unanimously accepted.

Formal swap reimbursements

- Last year Arthur organised 20+ swaps which was not only time consuming but also very costly - he spent £500 on them. This is not something everyone can allow and the proposal is to reimburse swap officers for the formals they attend in other colleges in their role as a swap officer.
- An alternative suggestion is to reimburse the price of the external formal minus £3, which is the price of an average dinner in hall (to prevent ents officers organising too many swaps for free dinners).
- Vote: from this year onwards, whoever (not necessarily the swap officer) coordinates the external dinner will get fully reimbursed. - Majority voted yes.
- Should this be retroactive? Majority voted yes. Ravi to sort out payments.
- Ents will rotate swap responsibility per term, Rory to start.
- Swap person will be responsible for taking Trinity people to the other College, welcoming people from other Colleges and taking them to predrinks and Hall will be another task on the rota. This will not be reimbursed as it is not required to attend the formal with them.

Summer events:

Formals:

- Sofia has sent us the dates already, menu is getting approved.
- Rozi to sort out predrinks (Cloisters) as College Council needs to approve this.
- BA Feast is proposed instead of the last formal
- Sofia will liaise with the Bar to stay open longer on the days of the formals
- Dinner with College officials: Friday 22 July chosen (provided we can afford this).

Wine tasting: Filip to liaise with Prof Elliott, Ravi will assign budget (based on last tasting).

Cultural trips:

Note: previous experience shows that we can easily sell 20-30 tickets for weekdays too.

Email two weeks before, send out emails to lucky winners a week before as people tend to forget.

- BBC Proms: Lydia proposed Monday 18, Tuesday 26 or Thursday 28 July. Tickets cost £10-30, she will check for group discount and prepare estimate.
- There is also the Opera trip on Saturday 9 July organised by the previous committee.
- The curious incident of the dog at night-time: Rory proposed 16/23/30 July (all Saturdays), he will prepare cost estimate.
- Mathilda - Lydia is interested, might be worth looking at it.

BA Trip:

- Noone has looked into Scotland. It is difficult to organise travel etc, can't be flexible with this, people have probably already made summer plans and/or not likely to commit for days. Will ignore for now.
- National Trust day trips: Anglesey Abbey/Wimpole - very close to Cambridge, can take taxi (cheaper than bus for small numbers and more flexible). Entry prices vary in the range of £10-15.
- Fruit picking and pic-nic - great summer fun. Could be done joint with National Trust visits. (Rory)

Chill events:

- Escape room! - in Cambridge. One group of 6 only at a time but can still make a competition, book out consecutive slots etc. £16 per person. (Talia)
- Summer brunches: if we have money, can do two bigger: one in July and another in August, outdoors. Walk to Grantchester and have pic-nic there. Have sparkling wine and strawberries in punts.
- Swaps+Seminars - Rory will make plans. Seminar speakers get free tickets, BA Soc buys refreshments.
- Trinema/open air cinema - if Trinema is planning to organise events over the summer, we liaise with them and offer refreshments. If not, we can try organise our own open-air cinema but that might need a lot of permissions.

Welfare event:

- Mark proposes a Great Trinity Bake-Off, using the £100 welfare money that is left.

Welfare matters:

- TCSU spends 20% of their budget on welfare, ours is much smaller - Mark proposes to organise welfare events throughout the term, to encourage social, non-academic and non-alcoholic activities.
- Also planning to organise welfare workshops (about anxiety etc). At the moment he is trying to organise consent workshops for the freshers, joint with TCSU.
- Choosing Women's and LGBT+ Welfare - should choose someone not on the committee. These roles should be more than just handing out condoms and pregnancy tests. We want people who want to do something beyond this. Names have been proposed for both, waiting for answers.

Charging for events:

- Submit spreadsheet to Ravi through Asana.

College meetings:

- Past: FW - have discussed budget issues, Catering - Rozi gave account.
- Future:
Sofia with Catering, about improving formals.
Questions: - why can we not have better chairs in Hall? Both plastic chairs and benches are awful.

Rozi with JB about BA room refurbishment plans and accommodation.

Rozi will prepare excel sheet with summer events, Ents team makes cost estimates based on last year's numbers presented by Ravi. When this is done, we decide what we can/want to do. Summer events are from last year's budget so it will need to be part of the Financial Report.

Main topic for next meeting will planning the BA room renovations.