



Aberystwyth University Staff Sports and Social Club

Minutes of the Annual General Meeting held Wednesday 4 May 2011 at 8:00pm at Brynamlwg

Agenda Point	Topic and discussion
1	<p>Present Committee Members : HD, DW, BM, TL, PC, AJ, AS, PE Members : 7</p>
2	<p>Apologies Committee Members : NB Members : Apologies had been received from 8 members</p>
3	<p>Minutes of the last AGM The Minutes of Annual General Meeting held on the 21 April 2010 were approved as an accurate record.</p>
4	<p>Matters Arising From the Minutes 4.1 It was noted that the 'Election of Club Officers' should be added to the agenda as a standing item.</p>
5	<p>Chairman's Report 5.1 Hywel noted that the committee had once again worked hard to ensure the future of the club, and thanked its members for their commitment and support. 5.2 Hywel noted that although significant progress had been made over the past year, many of the challenges facing the club remain the same. 5.3 The key operational objective agreed in the previous AGM, to apply for an Open Licence for the club, had been achieved. Whilst this means that there is no longer a legal requirement for guests to be accompanied and signed-in by a member, the club is still formally constituted as a members' club, and will continue to encourage membership and reward its members. 5.4 Hywel stressed that whilst the committee took responsibility for the management of the club, all committee members were volunteers. Over the past year, the full committee has met approximately every 6 weeks, and Management, Finance and Events Sub-committees have been established to facilitate the operational aspects of the club. 5.5 The committee had endeavoured to provide a wider range of social events over the past year. Activities aimed at encouraging a wider range of uses for the facilities at the club had been trialled, and these included a Whisky tasting evening and regular Folk music nights whilst continuing with more traditional aspects such as the pantomime booking. 5.6 Hywel noted that over the previous year, the club had been restored to a reasonable financial footing, and that there had been a significant improvement over the past 3 years. Further details were given by the</p>



	<p>Treasurer in his report.</p> <p>5.7 The main challenge for the committee continues to be recruiting and retaining a different demographic within the membership, as the membership base is overrepresented in the 50 + age group, and the club needs a broader range of members to better reflect the profile of the University as a whole and to ensure its continued viability. Hywel noted that the link that had been established with the Debating Society was an asset to the club, and hoped that this might continue.</p> <p>5.8 The scheme to provide members with a 10% discount on all drinks at the bar was designed to promote the membership ethos of the club. Hywel noted that the committee was giving serious financial consideration to increasing this discount to 20% in order to encourage membership. This would be dependent on achieving savings in the purchasing costs through joining the University's collective purchasing scheme. Hywel noted that whilst this would allow a greater profit margin, the committee was keen to pass these savings on to the members.</p> <p>5.9 Hywel noted that internal links with other university departments had improved over the past year, and that the support of the Finance, Human Resources and Estates departments in particular had led to a modernisation of systems at the club.</p>
6	<p>Treasurer's Report</p> <p>6.1 Phil C noted that as the club no longer received any paid administrative support, that the role of the Treasurer had expanded and had been split into two roles, with a Treasurer supervising the day-to-day financial aspects, and an Accountant preparing the accounts.</p> <p>6.2 Phil C noted that a profit of £3,500 had been made in the year ending 31 October 2010, and that this represented an improvement of £7,000 over the previous year. Although turnover was slightly lower, the profit achieved on sales had increased.</p> <p>6.3 It was noted that the priority was to increase profits by achieving greater savings in all areas of the club, and to ensure that Members received a value for money service.</p> <p>6.4 It was also noted that £8,000 had recently been transferred from the club's current accounts to the investment account with the University. Whilst this will be shown in the accounts presented at the next AGM, it was noted that this is a significant achievement, as in previous years the club has needed to withdraw funds from this account in order to remain operational.</p> <p>6.5 Tony noted that the club's current financial strategy was to minimise costs and increase the takings without detriment to the service to members.</p> <p>6.6 Participating the University consortium purchasing scheme would allow the club to lower purchase costs and achieve higher margins, thereby allowing a greater discount to be offered to its members.</p> <p>6.7 The Membership Secretary was thanked for his assistance as the</p>



	<p>income from subscriptions had risen despite the rate remaining the same over the past two years.</p> <p>6.8 Noted that closer scrutiny of long-term arrangements had led to significant savings, and that this process would continue.</p> <p>6.9 Noted that significant savings were made as the club now distributed information to the majority of members electronically.</p>
7	<p>Membership Report</p> <p>7.1 Phil E noted that membership had risen by approximately 5% over the past 2 years, and that the club now had around 875 members.</p> <p>7.2 Noted that the number of retired members had doubled, as many members who had previously joined as 'associate' members were now eligible to join as retired members.</p> <p>7.3 Phil E stated that although a door-to-door marketing leaflet had been distributed around the local area, very few people had become members as a result.</p> <p>7.4 Phil E noted that over the past year he had contacted every member of university staff not a member of Brynamlwg stating the benefits of membership but that there had been a very low response rate.</p> <p>7.5 Phil E noted that all members of staff at the hospital had also been targeted, and that lapsed members from the year 2000 membership list had also been contacted.</p> <p>7.6 Phil E noted that all events and information were distributed to members through the email list, to all staff and post-grad students at the University through the weekly email system, and to all National Library staff through their own internal system. Noted that response to information sent via the weekly email is generally low, but that the National Library staff were supportive.</p> <p>7.7 In response to a question from the floor, Phil E replied that as the club now had an Open Licence, we could now advertise in the local paper and that this suggestion would be followed-up as a means of reminding staff of the existence of the club.</p> <p>7.8 Representatives of the Debating Society stated that they enjoyed coming to Brynamlwg because of its quiet atmosphere and the fact that they could easily talk to each other. They thanked Brynamlwg for their support, and noted that they had retained more members since they had used the club's facilities. Noted that other societies might also be interested for the same reasons.</p> <p>7.9 It was noted that a marketing strategy and budget as well as someone to take responsibility for its implementation would be advantageous to the club. The club served a valuable function within the university, and needed to advertise its location and the possible uses.</p> <p>7.10 Noted that targeting the societies at the university at specific times of the year in order to advertise the services available at the club could be</p>



	<p>beneficial, especially in order to book functions for large groups.</p> <p>7.11 It was noted that in order to expand the range of activities on offer at the club, the committee needed individual members to be pro-active and help in the organisation of regular meetings.</p>
8	<p>Subscriptions</p> <p>8.1 On behalf of the committee Hywel proposed that the subscriptions remain the same for the year 2011 - 2012. This was accepted by all present. This means that the subscriptions will remain at the following rates;</p> <ul style="list-style-type: none"> • Full Membership £39.00 • Retired Membership £19.50 • Post-graduate Membership £5.00 <p>8.2 Proposed that in light of recent economic activities, that the club offer membership to unwaged persons at the same rate as retired members. This was accepted by all present.</p>
9	<p>Club Constitution</p> <p>9.1 Hywel formally proposed that the new officer position of 'Club Accountant' be added to the roles listed in the constitution. This was formally accepted by all those present.</p>
10	<p>Any Other Business</p> <p>10.1 Hywel asked if any members present were interested in joining the committee. The committee welcomed 2 new members, Mr Dave Hughes as a member of the full committee and Miss Aphra Tulip as a representative on the Events Sub-committee.</p> <p>10.2 All serving members of the committee agreed to continue.</p>