The Open University Club

Minutes of the forty-eighth Annual General Meeting of the Open University Club held on Thursday, 5 July 2018 at 12.30 p.m. in the Hub Theatre

Present: Natalie Mott (Chair), Brandon Cook (Treasurer), Ed Daynes (Sports chair) Natalie Eggleston, Peter Dazley, Julie Clothier, Louise Thomas (Committee Members) 27 Affiliated Club members and 8 Non Club members.

In Attendance: Gavin Cumberland (Director of Estates), Peter Ling (Head of Operations, Estates), Gabrielle Price (Business Services Manager) and Susan Scimè (Club Coordinator)

Apologies: Debi Cruz, Angie Jones

1.0 WELCOME
1.1 Noted: The Chair welcomed colleagues present at Walton Hall

2.0 MINUTES
2.1 Confirmed: That the minutes of the forty-seventh Annual General Meeting of the Open University Club held on Thursday, 20th July 2017 were approved.

3.0 MATTERS ARISING
3.1 Noted: In the Questions section of the minutes it was Robin Rowles not Robin Wells from OU choir to be updated.

4.0 CHAIR’S REPORT
4.1 Noted: NM confirmed it had been a busy year and that the Club wishes to engage with all staff including homeworkers and those at Nations, Nottingham and Manchester.

4.2 Noted: Policy changes have impacted on the constitution in particular GDPR this year and all clubs need to take this into account and update their constitutions. Email with wording will come out. A reminder that AGM minutes, and updated constitutions, financial statements and risk assessments need to submitted to the Club office on an annual basis. Risk Assessments must be reviewed annually as well.

4.3 Noted: Current level of budget as in 2017/18 to be rubber stamped by VCE.

4.4 Noted: Thanks to the Events team and the Estates, Special thanks to Susan Scimè, Angie and Debi who are stepping down this year.

4.5 Noted: Room bookings: Reminder that university business has to take priority with regards to use of space and if portering is required. The Club continues to work with Events and Estates team, to try to ensure the best possible outcome with regards to space for clubs.

4.6 Noted: The Chair offered thanks to Julie Hope, Gabrielle Price, Susan Scimè, Alan Burrell, Peter Ling, Noel Fernandes and the Estates Team for their support

ELECTIONS
5.1 Reported: That at the closing date, nominations for Officers and Committee Members, to serve on the Club Committee for the year 1st August 2016 to 31st July 2017 had been received as follows, and that all those nominated were elected unopposed:

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<thead>
<tr>
<th>Club Role</th>
<th>Name</th>
<th>Proposer</th>
<th>Seconder</th>
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<tbody>
<tr>
<td>CLUB CHAIR</td>
<td>Natalie Mott</td>
<td>Julie Hope</td>
<td>Liz Camp</td>
</tr>
<tr>
<td>TREASURER</td>
<td>Brandon Cook</td>
<td>Tim Hunt</td>
<td>Joy Cook</td>
</tr>
<tr>
<td>SECRETARY</td>
<td>VACANT</td>
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<td>ENTS CHAIR</td>
<td>VACANT</td>
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<tr>
<td>SPORTS CHAIR</td>
<td>Edward Daynes</td>
<td>Michael Street</td>
<td>Patrick Wong</td>
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</tbody>
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ORDINARY COMMITTEE MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Proposer</th>
<th>Seconder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natalie Eggleston</td>
<td>Joy Cook</td>
<td>Tracy Dodd</td>
</tr>
<tr>
<td>Julie Clothier</td>
<td>Kat Cavin</td>
<td>Julie Welsh</td>
</tr>
<tr>
<td>Sara Flemons</td>
<td>Michael Street</td>
<td>Adrian Rowlings</td>
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<tr>
<td>Tracey Bean Williams</td>
<td>Michael Street</td>
<td>Julie Hudson</td>
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<tr>
<td>Louise Thomas</td>
<td>Joy Cook</td>
<td>Michael Street</td>
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<tr>
<td>David Lewis</td>
<td>Joy Cook</td>
<td>Tracy Dodd</td>
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NM had to leave so BC took over as chair at this point.

6.0 TREASURER’S REPORT – Brandon Cook

6.1 Noted: We had a budget of £40K, but we have forecasted a spend of more than £40K this year as we have received approx £2K from regional centers and affiliated clubs.

6.2 Noted: We are very hopeful we will receive the same amount of funding as this year.

6.3 Noted: We have guidelines which we use at the finance meetings. We are trying to reach out to remote workers and Nations and Manchester and Nottingham. This year we are going to be less strict, so get your bids in. We hope to be able to give people a higher proportion of what they bid for.

6.4 Noted: How we work with clubs that have a financial year that doesn’t correspond to our financial year. E.g. Golf, Choir and Orchestra.

6.5 Questions: Tim Hunt (choir) When will bid forms be released? BC: We are simplifying bid forms but they will be released at the end of July as normal, you can put bids in as soon as you wish but they will be reviewed on 1st or 2nd week of September when finance committee will meet.

7.0 SPORT’S REPORT: Ed Daynes

7.1 Noted: Great to see the breath of clubs available. Thank you to the sports club committees for all their hard work in running them. A special thank you to Estates team, Susan and Gabrielle

7.2 Noted: Highlights:
- New Tennis courts are now open
- 74 teams in Les Irvine race
- Table Tennis won 3 divisions
- Touch Rugby won a national Masters competition

7.3 Noted: Sadly announce closure of sailing club due to low members
7.4 Noted: NE picked up we know there are issues with staff time at lunch time, point taken about club fayre, we’d like
ACTION: ALL Suggestions required from the affiliated clubs on how to deal with this and how to engage for promotion. We’ll make sure all clubs are invited to engage in spotlight.

7.5 Questions: Michael Street – Cricket Club is reducing levels of engagement from OU staff. Is the cricket clubs experience the same as other clubs?
ED - Football club same problem, I think it’s the team sports that are problems. Ed asked Patrick Wong are table tennis having the same problem with lower staff people. PW: Still more non OU staff than OU staff, but more OU staff are joining.
Kevin Church - Running club believes this wasn’t helped by not having a club fayre last year. Ed there were a few reasons why it didn’t happen, but we are planning one this year.
Denzil Desouza reported steady numbers of OU staff in the Squash club
Question: Julie Hope – Is fencing club still in existence? Ed issues with the club being dormant as Lois Strickland is the only member, she has made contact with a trainer in Luton, beginner’s course in late autumn/early winter.
Club Fayre ideal opportunity
Question: Patrick Wong – it’s getting harder to book the theatre here? Weekend sessions get cancelled not as the theatre being used on the weekend, but as it’s not been taken down on Friday. Can they move tables?
ACTION: Ed to meet with Susan and Events to go forward and see if we can be flexible. Peter Ling commented there is an oncost for overtime rates for porters. Patrick – is there an option for us to do Manual Handling training?
ACTION: Karina – We will look at manual handling training for the half day course in September/October and see if it’s suitable for clubs to be allowed to move furniture in Hub
Question: Sue Pearce – Orchestra were told we couldn’t move tables and chairs, therefore couldn’t use the hall. Is it possible for the orchestra to do the manual handling training as well.
Question: Tim Hunt, agreed that the Estates and Events team try very hard to help, but they seem to be constrained by new rules.

8.0 ENTERTAINMENT’S REPORT (read by NE)

8.1 Noted: Debi Cruz is stepping down this year and wish the new Ents chair well in the new role
8.2 Noted: Filmology has had problems with hacking, we are looking to change supplier, but much better security checks.

8.3 Noted: OU Trips have been established, so Ents Chair has a new role, we are looking to get this liaison role to engage more with the affiliated club and with remote workers.
8.4 Noted: Club Fayre will be on 11th October 2018

8.5 Question: Sue Pearce would like to know what’s involved in the role. NE- 6-8 days a year, come and talk to a member of committee.
Question: Adrian Rowlings – retired workers need to be another group we need to engage with. – NE we have lots of people on the mailing list, and are actively seeking way of further involvement.

9.0 AFFILIATED CLUBS REPORT prepared by NM given by BC

9.1 Noted: Boot camp ever increasing in numbers
9.2 Noted: Gardening club 25th Anniversary this year - congratulations.

9.3 Noted: OU Trips: over 800 people on trips this year.

9.4 Noted: OUTGBC – over 6000 tickets sold, 1,800 people bought tickets.

9.5 Noted: Choir – congratulations on their MK 50 performance this year.

10.0 PETER LING – DIRECTOR OF ESTATES

10.1 Noted: During this prolonged period of change, it is great to see the continued enthusiasm in the club and the affiliated clubs.

10.2 Noted: Club office, special thanks to Sue, Gabrielle and Julie.

10.3 Noted: Budget has been approved by VCE, but of course subject to any university cuts will be £40K with some addition for inflation.

10.4 Noted: Space issues, a savings of £60K by using the OU Walton Hall to run exams etc, ACTION: happy to support ongoing discussions to get the best and biggest available amount of space for the clubs.

10.5 Noted: Thank to committee.

10.6 Noted: Special thanks to Angie and Debi retiring from the committee.

10.7 Question: Sue Pearce, is £60K saving worth it? PL told us about the positive responses from the students, and how the exams are working. Sue asked whether there is a balance in the positives the affiliated clubs give staff. Peter: cost saving policy will continue but we have tried to help with the best times and flexibility within the clubs.

ACTION: PL and OU Club Committee: Meeting to discuss further. (see 7.5 above as well)

13.0 ANY OTHER BUSINESS

13.1 Question: Mike Spours OUTG – note of thanks to committee, Susan, and Natalie without them the OU affiliated clubs would not function.

Statement: Joy Cook - thank you for the new fans in the activity room.

Question: Will clubs be asked for the Risk Assessments updates? SS, No you won’t be asked for RA, but the health checks are being undertaken with clubs and LT suggested submitting Risk Assessment, along with update constitution, AGM minutes and financial statement in one go.

Question: Tim Hunt – next year is OUs 50th Birthday, are we doing anything?

ACTION: Committee to follow up as yet we haven’t been told. Gabrielle says the communications and high level stuff has gone over for approval.

13.0 ANY OTHER BUSINESS


13.2 Noted: Thanks to all for attending.

Louise Thomas