

Cambridge University Karate Club
Annual General Meeting - Meeting Minutes
March 29, 2022

Opening

The Annual General Meeting of the Cambridge University Karate Club (CUKC) was called to order by Sam Hill at 2.00 PM (London time) and took place online via Zoom.

Present

Sam Hill, President
Jasmin Knight, Vice-President
Millie Johal, Women's Captain
Fizz McNally, Social Secretary
Christoph Hess, Secretary
Ewan Chamberlain, Junior Treasurer
Fei Yuan, Webmaster
Richard Poole, Chief Club Instructor
Tegwen Ecclestone, Club Member
Alex Russell, Club Member
Alex Shepherd, Club Member
Daoyuan Qian, Club Member
Khai Tran, Club Member
Ellie Worth, Club Member
Alex Kutuzov, Club Member
Callum Reid, Club Member
Fatemah Torabi, Club Member
Alex Duncan, Club Member
Gregoire Denjean, Club Member

Absent (selected)

Abby Wheeler, Welfare & Safety Officer
Maeve Brittle, Publicity Officer
Paul Smith, Old-Karateka Association Officer
Ismael Sierra, Club Member

Agenda

The President suggested three topics for discussion, in the following order:

1. Approval of the 2021 AGM minutes
2. Approval of the accounts for the previous year
3. Committee elections
4. Additions to the agenda

The order was approved by the participants.

Ad 1) Approval of the 2021 AGM minutes

Discussion: Sam put up the previous AGM meeting minutes for discussion and eventual approval. Richard asked whether the minutes of an EGM having taken place in the intervening period would not also need to be approved, but Sam and Alex could clarify that the one extraordinary plenary meeting of the committee had not been an EGM. The minutes of that meeting would not be published because the meeting had not been in accord with the constitution. Richard further raised the issue that the last meeting minutes that had been properly uploaded to the Club website had been from September, a meeting still chaired by the old president Danielle Ball. Minutes of meetings after that date were lacking. Alex agreed that the lacking minutes should be uploaded as soon as possible, as the constitution indeed requires minutes to be circulated to the Club and uploaded to the website within two weeks of the meeting having taken place. Following this discussion Sam gave the participants another 5 minutes to peruse last year's AGM minutes and raise objections.

Decision: The 2021 AGM minutes were approved unanimously through an anonymous vote via an online app (Mentimeter). There were 18 consenting and 0 dissenting votes.

Ad 2) Budgets and accounts

Discussion: Ewan presented the accounts for the Club's most recent financial year by screen sharing them with the participants while explaining the various items of income and expenditure. Overall, due to good turnout for training sessions, the income from training fees had been satisfactory. However, on the other hand, the Club also had to finance various private training venues since college venues were still mostly unavailable. Jasmin added that the need for the venues to be located in central Cambridge added to the cost of the room bookings. The booking fees contributed towards a substantial expenditure for training venues, which drew the overall balance into a net deficit of ca. £500, so that of the previously £1,400 liquid assets in the bank account now £900 remained. Alex clarified that the money

to smooth over the deficit had been taken out of the Bob Poynton Fund, which had been set up to provide a financial cushion in situations like these, but that deficits could not be sustained in the long run. If no college venues become available in the near future training fees might have to be increased. Tegwen asked why the grant amount listed on the accounts shared by Ewan was zero, since the Club usually received a grant from the Sports Centre. Ewan explained that the grant had indeed been given but that it was only to offset the booking fees for the sports centre venues, which he had already factored in. Tegwen asked to clarify whether the expenditure for room bookings therefore only included the amount spent on the various church venues during the previous year, which Ewan confirmed.

Tegwen further noticed that the club had used coaches several times to drive to competitions and that for past events it had often been more economical to invite members with a car to drive to competitions. Did the Club have to subsidise any of the coaches? If yes, then these coach bookings were not economical. Ewan could clarify that the club had only subsidised the Nationals.

Richard asked if Ewan had any rough estimate of the money owed to the Club by people who had not paid their training fees or contributions towards competitions yet. Ewan estimated the total of money owed to the Club at around £1,000.

Decision: The accounts were approved by 18 consenting against 0 dissenting votes.

Ad 3) Committee elections

Discussion: All candidates for election introduced themselves first, after which the elections for all posts were held through an anonymized online poll. Sam screenshared the manifestos submitted to him beforehand and asked each of the candidates to introduce themselves.

President. In addition to her written manifesto, Fizz gave a short motivational speech, followed by a round of questions. Alex asked if she could change one thing about the Club, what that would be. Fizz answered that in her view karate was about community and personal growth, an element whose importance she would like to strengthen over a stern focus on competitive success. (the speech was cut short by the end of the 40-minute Zoom meeting limit, so the Zoom meeting ended and participants had to re-join). Sam advised Fizz about the considerable workload and asked how she would cope. Fizz answered that she would cooperate with her fellow committee members and not hesitate to ask for help.

Vice-President. Alex shortly introduced himself, highlighting especially his ability to secure venues for the Club. Tegwen asked if he was aware of the other main responsibilities of the role, especially that of organising the termly kyu gradings.

Men's Captain. Callum shortly introduced himself as the candidate for Men's Captain.

Women's Captain. Jasmin shortly introduced herself as the candidate for Women's Captain. This was followed by a question from Tegwen, directed at both Jasmin and Callum, what they would do to learn about the syllabus for kyu gradings, since helping beginners through their gradings is one of the central responsibilities of the captains apart from securing competition successes. Both Jasmin and Callum

confirmed that they would learn the syllabus, attend Wednesday basics classes regularly and get to know the beginners personally.

Treasurer. This post was elected in absentia, hence no questions were taken.

Publicity. Millie shortly introduced herself, highlighting that her experience from her previous time as Women's Captain would help her fill out that role effectively.

Richard asked the incoming and outgoing committees to organise a seamless handover, since he had to leave the meeting shortly.

Social Secretary: Alex and Khai introduced themselves and presented an outline of their ideas for the first socials they were going to organise.

Secretary. Christoph agreed that he would put himself forward for a third term as secretary.

Welfare officer. Elie introduced herself with the additional support of a screenshared poster she had prepared.

Webmaster. Nobody had yet put themselves forward for this committee role. Sam asked whether Fei would be willing to continue as webmaster, but Fei declined since he will be graduating this year. Millie suggested having somebody else do it until the end of the academic year and then look for someone else to fill the role. Alex (Russell) clarified that no General Meeting would be necessary to assign people to vacant committee posts, this could just be done by a simple meeting of the Executive Committee. Sam suggested Dao might fill the role.

Old Karateka Association Officer (OKA). This post is not elected but appointed at the discretion of the Executive Committee. The current OKA Paul Smith was going to retreat from his role, and Tegwen was confirmed as his successor.

<i>Committee Position</i>	<i>Candidate</i>	<i>Votes at the Meeting</i>	<i>E-Mail Votes</i>	<i>Total Votes</i>
President	Fizz McNally	14	1	15
	Re-Open Nominations	0	0	0
Vice President	Alex Kutuzov	15	1	16
	Re-Open Nominations	0	0	0
Men's Captain	Callum Reid	14	1	15
	Re-Open Nominations	0	0	0
Women's Captain	Jasmin Knight	14	1	15
	Re-Open Nominations	0	0	0
Junior Treasurer	Ismael Sierra	13	1	14
	Re-Open Nominations	1	0	1
Publicity Officer	Millie Johal	10	1	11
	Re-Open Nominations	3	0	3

Social Secretary	Alex Shepherd & Khai Tran	14	1	15
	Re-Open Nominations	0	0	0
Secretary	Christoph Hess	13	1	14
	Re-Open Nominations	0	0	0
Welfare & Safety Officer	Ellie Worth	13	1	14
	Re-Open Nominations	0	0	0
Webmaster	NA			

The new committee will consist of: Fizz McNally (President); Alex Kutuzov (Vice-President); Jasmin Knight (Women’s Captain); Callum Reid (Men’s Captain); Christoph Hess (Secretary); Alex Shepherd and Khai Tran (Social Secretaries); Ismael Sierra (Junior Treasurer); Ellie Worth (Welfare & Safety Officer); Millie Johal (Publicity Officer). A handover meeting between the old and the new committee will be held later in April.

The Committee further agreed unanimously that, as by the election of Fizz McNally as Club President, Alex Kuzurov, and Ismael Sierra as Junior Treasurer, all rights and responsibilities pertaining to the management of the Club’s bank account have passed from Samuel Hill, Ewan Chamberlain, and Jasmin Knight to Fizz McNally, Alex Kuzurov, and Ismael Sierra. Specifically, the account signatories henceforth are Fizz McNally, Alex Kuzurov, and Ismael Sierra.

Ad 4) Additions to the Agenda

Alex Russell asked whether it would be possible to transfer the Club’s mailing address to the address of a current committee member, since he as former president was still receiving the Club’s mail.

Jasmin pointed out that the Club’s current supplier of stash, Blitz, was delaying deliveries due to supply chain issues and asked the committee to consider if changing to another supplier would be worthwhile. However, the Club currently does get a generous discount from Blitz.

The Annual General Meeting was closed at 3.45 PM by the Club President.

Minutes submitted by:

Christoph Hess

CUKC Secretary

2021/2022

Approved: