

Cambridge University Karate Club

Meeting Minutes

June 23, 2020

Opening

The regular meeting of the Committee of the Cambridge University Karate Club (CUKC) was called to order by Alex Russell at 3.00 PM (London time) and took place online via Zoom.

Present

Alex Russell, President

Abby Wheeler, Vice-President

Danielle Ball, Women's Captain

Chris Hamilton, Men's Captain

Maeve Brittle, Social Secretary

Daoyuan Qian, Webmaster

Millie Morgan, Welfare and Safety Officer

Eleanor Lee, Publicity Officer

Christoph Hess, Secretary

Olivia Lavigne, Treasurer

Agenda

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

1. Approval of April Committee meeting minutes
2. Update on recent events
3. Summer training
4. Membership fees
5. Selection policy
6. Michaelmas recruitment
7. Vacant Committee positions
8. Blues criteria and Varsity regulations
9. Long-term planning

The order was approved by the Committee.

Ad 1) Approval of April Committee meeting minutes

Decision: The minutes were approved, with a minor amendment that the OKA Officer be consistently referred to as such.

Ad 2) Update on recent events

Alex updated the meeting participants on the most recent development of the Club:

- The historical issue of the Constitution was resolved at an Extraordinary General Meeting on 20 June 2020;
- The Club received a grant of GBP 1,720 from the Sports Centre;
- The campaign for the Bob Poynton Memorial Fund was broadly successful, with donations up to now running up to GBP 1,000. Further work to be done in cooperation with the OKA officer in order to turn this into a regular flow of income;

- Annual Dinner took place virtually to great success and the trophy for the most improved student was awarded to Chris Hamilton at the Dinner. The Bob Poynton trophy will be awarded from next year onwards;
- Welfare and Safety: Annual safety review was carried out by Millie and policies were updated.
- Blues awards: A Full Blue has been awarded to Jamie Lowenthal, Chris Hamilton and Danielle Ball. A Half Blue has been awarded to Alexander Russell, Matt Penner, Winston Yao, Beth Noble and Olivia Lavigne.

Ad 3) Summer training

Discussion: Danielle asked the Committee for opinions on this, suggesting herself to send out a Google Form, e.g. to ask people what katas to focus on. Alex asked whether, with the recent government restrictions allowing up to six people assembling outside, there would be any interest in having in-person sessions outside, e.g. on Parker's Piece. Richard, as Alex mentioned, is keen to come down, too. Chris responded that, with Richard having a long distance to commute into Cambridge, there might be a substantial risk posed by changeable weather conditions. A discussion about various possible venues for outside in-person training followed. Eleanor suggested to simply include a question concerning this in Danielle's Google Form. Alex responded to possible concerns over some of these venues being too remote that members come to the Sports Centre for training as well, despite its distance from the city centre. Chris asked if people would be willing to pay the ordinary training fee of GBP 5 for outside sessions. Most meeting participants were confident that this would be the case, provided that a structured training programme can be offered. Chris also asked how to make sure that the number of participants does not exceed six, e.g. if this should be done by making members book into training sessions in. Millie responded that it is not *illegal* to assemble in groups of over six, it is merely a government *guideline* to limit group size below this level. Eleanor asked if both in-person and virtual ones should be held, and, if yes, whether the in-person sessions should be streamed from Cambridge

Decisions: Alex suggested that Chris organize outside in-person training and Danielle the online training sessions. Chris added to this that the in-person sessions might be rather informal to begin with and to see how much interest there is, and then to move towards formal

training sessions with Richard. The formal sessions would cost something on the order of GBP 5. Danielle will send out a Google Form on the matter of online training.

Ad 4) Membership fees

Discussion: Alex pointed out that membership fees have not been changed since 2015 and that it is financially much more sensible at the moment for most members to pay per individual training session rather than full termly membership fees. Alex therefore suggested to add new tiers in the fee structure to get more people into membership schemes. Eleanor asked if all participants in training sessions over the past year have paid their fees, to which Alex responded that in roughly a tenth of cases people did not pay for a training in which they participated. Alex further asked if GBP 6 were appropriate as a per-session price. Chris supported this and suggested that in-term and out-of-term session prices should also be aligned. Alex proposed to send out another Google Form with a variety of pricing schemes as a first step in moving towards a new fee structure. Eleanor pointed out that it might be desirable to structure fees in such a way as to get more people into different forms of membership, which would incentivise them to train regularly. It might also be helpful to update people at the end of each term on how much they have trained. Another issue discussed in relation to fees was how to invoice people for individual sessions. Millie suggested to invoice pay-as-you go at the end of term. Christoph asked how to handle people who refuse to pay if this were the case. Millie and Alex agreed that an invoicing system could work, with the possibility of refusing people who have not paid to train as a potent enough means to enforce payment. Alex, Eleanor suggested that the Club might want to move towards a cash-less invoicing system. Eleanor also proposed that there might be a tier for competitors that would include various competition-related expenses. A number of Committee members expressed concerns over the practicality of this.

Decisions: A Google Form with a variety of different possible pricing schemes will be sent out to the Club shortly. The Committee will test the possibilities for moving towards an invoicing system.

Ad 5) Selection policy

Discussion: Danielle updated the Committee that the Sports Service has approached her with the demand for a clearer selection policy for events such as Varsity and BUCS. One possible criterion might be a training quota, but this might exclude people whom the Club would have and interest to win over as competitors. Alex responded that if the number of possible candidates is greater than places for the competition in question, a selection procedure should be organised by the Captains. Such a procedure may be based on desirable qualities rather than formal criteria, and may be integrated into regular training or the interclub competition. Alex also mentioned that it might be a good idea to put together fixed teams for competitions and that selection criteria should take account of differences between competing individually or as part of a team. Danielle and Chris seconded this, adding that teams should be determined early on in the academic year. In this relation, Danielle suggested to launch team training sessions, e.g. on Thursdays, in parallel to the kata session.

Decisions: Alex asked Danielle to send around a Google Doc to the Committee for everybody to add their comments on different possibilities of selecting individuals and teams for competitions. The Committee agreed that any selection procedure should be based on desirable qualities rather than formal criteria for selection.

Ad 6) Michaelmas recruitment

Decision: Alex asked Millie to draw up to-do-list of things to do for Michaelmas recruitment.

Ad 7) Vacant Committee positions

Discussion: Alex invited the Committee to discuss the option of recruiting another Social Secretary and a Non-Student Representative. Appointments for both positions were deemed to be within the powers of the Executive Committee, as outlined in the new Constitution.

Decisions: The Executive Committee shall appoint a second Social Secretary if a suitable candidate can be found, following consultation with the Club. Alex will encourage possible candidates for Non-Student Representative to apply, but applications will be open to any suitable candidates from the Club.

Ad 8) Blues criteria and Varsity regulations

Discussion: Alex reminded the Committee that the current Blues criteria for men and women differ, although the Club has historically only recommended men who also fulfilled the women's Blues criteria. Millie responded that any change to the men's Blues criteria might be difficult to realise due to institutional blockades. Eleanor pointed out that team achievements should be specified in the Blues criteria. Regarding the Varsity regulations, Eleanor asked how to achieve a mixed gender structure for the Varsity 'mixed' team. Chris and Christoph voiced practical concerns with this, especially due to the Oxford team consistently lacking either men or women to fill up a mixed team to equal proportions. Eleanor asked if having least one person of each gender on a mixed team, to which Millie added that due to the fact that the Varsity regulations do not allow women to fight against men, it might be necessary to have two persons of each gender on the kumite team.

Decisions: A small status review will be made for the women's Blues criteria (especially with regards to team contributions), in addition to a bigger review for the men's criteria. If such reviews are done they should be done before Lent term. Eleanor and Millie will find out how to change the rules and contact the Oxford Club together with Danielle and Chris over possible rule changes.

Ad 9) Long-term planning

Discussion: Alex suggested to draft a more long-term vision for the Club to move away from the one- to two-year horizon of the usual Committee. Such a vision would help Committees to strategically plan ahead and think about where they see the Club in 3-5 years and how to achieve this. This might be a useful project to professionalise the club. In loose relation to this, Chris added that the Committee should put greater emphasis on promoting the Club within the KUGB.

Decision: Alex will set up a Google Doc to collect ideas for long-term planning.

Ad 10) Additions to the agenda

Discussion: A number of items were brought up in addition to the Agenda:

- With regards to the Annual Safety Review, Millie updated the Committee that in the future instructors will have to be briefed on accident procedures.
- Millie also reminded everybody to send her their contributions to the CUKC video.
- Dao asked if there was any interest in buying medals (e.g. for the Club competition). If so, it would be preferable to buy plain ones rather than customized ones.
- Alex asked what the club could do if the Freshers' Demo does not happen. Danielle responded that Club Members should promote the Club at smaller college events which are more likely to go ahead. Olivia asked if it might be possible to make participants pay for the Fresher's Demo, but most Committee members were worried about the possibly strongly deterring effect of even a small fee.
- Alex asked if anybody has approached the KUGB to ask for grading instructors. Chris will do this in the near future.

The Committee Meeting was closed at 4.30 PM by the Club President.

Minutes submitted by:

Christoph Hess

CUKC Secretary

2020/2021

Approval: pending