



Wilkinson Hall Committee

01/11/2015 Minutes

Attendees:

- **Wardens** Franca Hoffmann, Stu McCluskey, Arash Mostofi
- **Seniors** Emma Dixon, Vaibhav Krishnakumar, Philip Kurukgy, Zach Malguitou, James Patrick, Leigh Shlomovich, Utsav Tiwary
- **HC** Alice Abiola, Josh Cooper, Adrian LaMoury, Manni Sadhra, Karmanya Singh, Patrick Wasinsungworn, Noor Xarmina, Kenza Zouitene

I. **Apologies for Absence**

- Abi Ackerman, Lily-Mae Fisher

II. **Constitution**

- The Hall Committee constitution (see paper one attached) was received and accepted by the Committee

III. **Financial Matters**

- Stu (interim treasurer) explained the financial structure of the hall, a budget overview and summarised the recent change to the amenities budget.
- This year the budget was increased from £1.50 to £2 per week per student.
- The budget is to be used for events, activities and facilities of residents and the Hall Committee is fully responsible for the allocation of these funds. Approximately 35% of the budget is spent on Freshers' Fortnight, which the committee agreed to spend for next year.
- Roughly £6,000 remains in the budget for the year. The last committee overspent on their budget by £1000 due to tax changes, which has been carried over to this year. The committee has agreed to try and reduce this deficit by £500 with the aim of eliminating the deficit over two or three years.
- The Hall Committee will be able to file expense claims for any expenditure on behalf of the Hall through the Union's eActivities facility. However, all expenditure should be approved by the Committee in advance.

IV. **Election of Hall Committee Chairperson and Treasurer**

- The positions of chair (interim: Franca) and treasurer (interim: Stu) are put up for nominations from the committee and to be voted on
- Chair: Emma Dixon (unanimously voted)
- Treasurer: Leigh Shlomovich (majority vote)
- Responsibilities to be assigned on eActivities, and for HC members to be assigned their roles

V. **Election of RAG and Green Representatives**

- RAG: Manni, Alice, Noor
- Green: Josh, Karman, James



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VI. **Feedback from Freshers' Fortnight**

- General Feedback:
 - Positive feedback on Freshers' calendar with a good range of events that included U18s.
 - Frustration about medics clashes and the timing of the information provided about the Gold pass meant that many students didn't buy their tickets until moving in day.
 - Potential to include different tiers of pass as have been done in previous years to make the pass more substantial and beneficial to students that have big clashes with the pass events.
 - The first week was very intense, with many people resorting to sleeping on the boat party! A better spread of these 'partying' events would be better for next year, and including a rest/recovery day somewhere midweek seemed popular.
 - A video with footage from this years events which are included in the gold pass is to be used for advertising the gold pass to freshers next year as people were unclear what each event entailed and so did not buy the pass before moving in day. This would replace the current gold pass video as this is outdated (seniors from three years ago).
- Boat Party:
 - Consensus that the boat party was not of great quality this year.
 - Comments included that it was too long and maybe too late and potentially a weekend evening would be better. Maybe moving it to the second week would make it more popular.
 - A suggestion made by Utsav to combine the boat party with the Coming Up Dinner and move it to the end of the fortnight was unanimously agreed upon, and voted in by the Committee.
- Opening weekend:
 - This was the first year that Wilkinson have had their mingle on the Sunday rather than the Saturday
 - Feedback was that this is preferable as it means the hall can integrate and be included with the PG halls of residence rather than Wilson and Woodward.
 - The drinks-n-tunes party held with Gabor had positive feedback, however was not deemed necessary on the first night.
 - Floor meals and events to integrate more as a floor after moving in was backed by the majority of the committee, with the suggestion of using a portion of the budget to subsidise. This would be up to the senior on each floor to organise prior to moving in day.
 - The trip to Sainsbury's at 4pm was liked. Logistics wise, it would be best for the hall seniors to each take their floor at the same time rather than one senior directing the whole hall down Gloucester Road! Still could be advertised as a hall-wide event.
- Coming Up Dinner:
 - It was noted that the service of the dinner was not up to the same quality as the previous two years.



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- Combining the boat party with this event at the end of Freshers' for next year was supported by the committee.
- Brunch:
 - The topic of brunch provided much debate! The questions put to the committee were; do we still want to do brunch, if so, still with Gabor, hot or cold food and how frequent.
 - It was agreed that Brunches are a good idea as long as turnout picks up to a popular level. Brunches have quickly tailed off in popularity since the opening one where hot food was supplied by both halls.
 - It has been noted that Gabor brunches are not of the same quality of those provided by Wilkinson which could be contributing to the loss of numbers seen at brunch.
Emma and Leigh to talk to the Gabor committee on these issues and feedback at the next meeting
 - Sunday brunches at 11pm was the preferred time slot
 - It was agreed that there should be at least one hot item at brunch, which could include waffles.
 - Another suggestion was that brunches should be supplied monthly in order to make the event more 'special'. This could increase attendance as some people don;t attend at the moment as they can just turn up next week. If this were to happen, a hot brunch similar to the one provided in Freshers' Fortnight would be supplied, i.e a full cooked breakfast.
 - As the topic was taking a long time to discuss, it was agreed to wait for the feedback from Gabor which will be provided before next meeting and assess the quality of the two brunches provided before then.
 - Franca invited the Hall Committee in the meantime to join the brunch duty team, explaining that it would be great for each member to do a shift per term. There is a google document online to sign up shifts for the next two terms.
 - It was explained to the committee that in third term, brunches are replaced with BBQ's when the weather is good, a budget to be agreed upon closer to the time.
- Other events:
 - Milkshake night and BBQ were very popular. It was discussed that the Milkshake nights could be put on once a month to replace the Bonkie style nights we had when we were joined with Weeks. To be talked about more next meeting.
 - The treasure hunt had a much higher attendance this year, with a better format and greater advertising. The prizes of mugs and hoodies were greatly received, and maybe mentioning these prizes would increase participation further!
 - Sport Olympics was great fun with a lot of positive feedback. It was suggested to move to the last weekend of the fortnight to remove the clash with sports trials, or even before the BBQ on Sunday.
 - B@1 was not well attended compared to previous years. This was decided to be down to the mingle being on the first Sunday, moving the B@1 event to the middle Sunday. If to be done again in the future, more advertisement is required and it



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would rely on a better spacing of events in the calendar to make sure that the sandwich days are not drink heavy.

VII. Future Events

- Battersea Park Fireworks
 - Subsidy of tickets agreed at £75 allowing for 25 tickets to be bought
 - **Stu** to make a union product at £5
 - **Emma** will buy and distribute tickets. If demand is high, a second batch can be bought and sold at cost price (£8)
 - For next year it would be cheaper to buy these tickets even further in advance to take benefit of the cut price. This year they could of been bought at £6.50 before 31st October, but this deadline was missed due to the lateness of the committee election
- Ice Skating
 - Student tickets available at the Natural History Museum
 - The event was agreed not to be subsidised
 - **Karman, James and Vaibhav** to organise
- Hosting a Union/Metric party was discussed, but deemed unsuitable as it would not be inclusive for U18's. It was also suggested that these are only popular departmental-wise, whereas we could use Southside social space and provide our own alcohol from the budget.
- A B@1 event at the end of term was suggested, but with the poor attendance during Freshers this was not well received. A suggestion for seniors to take their floors to B@1 during term was suggested before such an event was planned.
- Winter Wonderland - to be discussed in the next meeting
- Museum Lates - to be discussed in the next meeting
- Regular cinema trips were discussed, but no one volunteered to organise. The two main films coming out would be Mockingjay: Part Two and Star Wars, but as Star Wars would be out of term time, and none came forward to organise The Hunger Games, this event was dropped for the time being. It was agreed no subsidy would be required as the two previous cinema trips have worked out well.
- Christmas Dinner
 - Committee to organise: **Zach, Philip, Kenza, Adrian, Alice**
 - Feedback at next meeting
- European Trip
 - Committee to organise: **Karmanya, Patrick, Emma, Manni, Josh**
 - Committee to meet before next HC meeting

VIII. Cleaning, maintenance and H&S issues

- Coffee cup spilt outside and been left for four days
- Essentials door sticks on the way out by vending machines - **Karmanya** to make residents aware of this



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- Window on first to be restricted. A list of defects in the kitchens and rooms were made prior to moving in day by Emma and James which included listing the unrestricted windows. **James** to spot check some of these defects and report to Arash if the list has been actioned.
- Students to report on the way cleaners treat their kitchen equipment as it has been mentioned that the cleaners are heavy handed when putting items in the grey bins.
- Wardens to report on fridges, LG and 3, and ask for a vacuum cleaner on every floor. **See a member of the hall committee for feedback which has been sent out on this issue.**
- **Arash** to send out a reminder about filling the online forms when having guests or being out of halls.

IX. **AOB**

- Utsav brought up the idea of subsidising football kits and brought up that the Hall FC requires some new equipment including; bibs, balls, posts and cones. It was agreed that the kit could be bought before the next meeting as if a subsidy is agreed, participants can be reimbursed the subsidised amount.
- **Utsav** to provide a budget proposal at the next committee meeting for the other items for Wilkinson FC.
- **Emma** to make a 'Did you know' series to put in the kitchens and in the lobby as people are not aware about the different offerings/facilities the hall has.
- Arash to request Mezz office access for committee members

X. **Date of next meeting**

- Sunday 15th November at 7pm in Wilkinson Common Room
- A provisional agenda will be sent out prior to this to allow committee members to get comments from residents to feedback.