

UWASCA COMMITTEE MEETING

9/5/24

Meeting Scheduled: 9/05/24 8:00pm

Meeting Opened: 9/5/24 pm 8:04pm

Attendance:

- Zeb
- Patrick
- Nyx
- Taylah
- Rilyn
- Zosia
- Chet

Apologies:

- Tech

Absentees:

-

Past Action Items: (resolving past things)

- Action: Chert EMP for A&S
 - doesn't have access
- Action: Chert to begin planning gorget workshop
 - Organise template
- Action: Chert will look into de-stashing
 - may 25th, July 28th, 60\$ for 2x2 metre space
 - prefer July spot so stocktake is done
 - after campus clean out, don't put leather we want to sell into skip bins
 - free for non-profit
- Completed A&S request form, wants feedback
- Action: Rilyn will discuss rattan with Sam
 - completed, college spending 302.22 on rattan, as part of larger order
 - we have leather
- Action: Zeb will check invoice for sword order
 - has messaged kit
 - re-action
- Action: Zeb will look into information for intercollege war
 - in 2 months time, threads set up on inter college discord for info
 - Action: Taylah will advertise on uwasca discord for intercollege, put in useful links section
 - Action: chert will send Taylah the link for the discord
- Action: Zeb to submit amended constitution to soc

- completed, ratified by soc president,
- Action: Patrick needs to be uploaded onto uwasca website, and on guild website
- Action: Zeb to have booking form for western raids completed and out to baronial channels to gauge budget by next Thursday
 - re-action
- Action: Zeb to book meeting for next week/week after to make a sub—committee for western raids
 - complete
- Action: Zeb to take lunch proposal for western raids back to next baronial council
 - re-action

Agenda

SOC PAC meeting

- Patrick went, we have a list of tenancy dates
- weekly what's on on soc page of guild website, due every Wednesday night if we want to advertise, encouraged to join facebook, volunteering opportunities
- locker applications
 - at tenancy meeting: can submit late application, or apply after and they should have free lockers
- Busy Bee inspections
 - tennant meeting: 21st of may
 - Busy bee inspections: 30th July, 10th September
- Tenancy meeting: 7th May
 - Chert went
 - campus declutter: June 17th-July 19th, skip bins to dispose of things
 - keep public halls and stairwells clear, shut doors and windows when not using clubroom
 - locker allocation in the next 2 weeks
 - Next meeting may 21st, will be an online meeting link
 - after access to guild hall is being organised

Western raids

- Advertise + info: talk to new people+people about garb, equipment, feasting equipment, costs, communicate this to anealans
- plug event on discord in announcements
- reach out to Jamie
- carpooling and transport to wandi
- plan !
- Neville and lunch for western raids
 - Zeb hasn't completed booking form so needs to be done by someone

- June camping event, college cooks lunch on Saturday and Sunday - 1 day of sausage sizzle and one day of soup
- 2 people:
 - Action: Chert will do do paperwork admin, organise bookings
 - make booking google form with all required fields
 - money float with change in it
 - prep facebook posts and communication with Kieran and western raids team (stewarded by nathan),
 - handle orders and front counter
 - writing down that the money was taken - tick off people
 - full spreadsheet to tick as go
 - jochen doesn't pay - do not let him
 - Zosia volunteered to help
 - Action: Tai volunteered (will get back to us) manage cooking aspects - cooking managing and recipes, run kitchen, needs kitchen experience (manage and modify large volumes of food, needs to know how to cook with camping equipment)
- Planning!!!! Has to be recipe tested (been cooked beforehand), simple, suitable for cooking on camping equipment, adaptable to large quantities, dietary requirements
 - potential option: curry - has been cooked at western raids before, is fairly easy + simple, goes well with bread
 - another potential option: chilli
 - we need more bread
- Need backup house for prep night
- make dietary requirement food beforehand + freeze them
- price: raise from \$5 to \$7
 - Price brackets for 12 and under, adults
- advertise now - save the date, menu to be determine
 - make booking form google form
 - fields:
 - *legal* name
 - how many people booking for
 - what days - sat, sun, both
 - ages
 - dietary requirements
 - include dietary requirement box!!!!!!! (Make required fill)
 - set cut-off date for booking form - avoid late-bookings
- **Action: Zeb will talk to Kieran**
- serve people who booked first then open it up
- make enough food for everyone who booked and then a little more
 - 10 servings on top of booking number
 - portion size - 100g protein per person
 - kids about 50g
- Action: Taylah will post advertisements on lunches after current meeting
- Action: Decide on second lunch by Monday

- Western Raids sub-committee
 - Make sure Lunches stuff gets organised - head of sub-committee
 - two main managers: tai and chert

Golden Thimble

- Has been approved by baronial council
- need to confirm with barony on exact date - September, will try to align with combined training weekend at spearwood primary school
 - if not September then august
- Action: zeb to message baron/baroness - book date
 - message Nathan and baronial council once date confirmed
 - Start planning, judges, rules, teams vs solo
- ADVERTISING: resharing posts every couple of days
- Action: Chert to book Neville for Thursday class garb overview for newbies
 - will have to contact with Taylah for garb
- Action: Nyx, Chert and Zeb to bring past golden thimble garb

Google drive management

- Patrick has given permission to those who have asked for it
 - Action: everyone to upload documents when possible
 - Action: Zeb to contact Neville about formalising complaints protocol
 - Action: Zeb to upload complaints from last year onto drive
- Public and private access on drive
 - make sure private things are private
- Action: Chert will make handover documents: compile things about golden thimble and western raids from this meeting into documents - zeb has info from previous event managers
- Last years/as far back as possible minutes to be uploaded
- found physical manuals and update them for roles

Advertising:

- on guild website
- advertise baronial training
 - refer to carpooling thread on facebook
 - there is loaner gear available - let people know in advance (at least 24 hours, preferable a week)
 - Rilyn will make collate loans into seperate document
 - Action: Zeb will find loan books
- Constitution uploading: done
 - Action: Zeb and Patrick to upload to guild site, uwasca website and discord
 - Action: Taylah will do an announcement for updated constitution links
 - Action: Zeb will fix roles on guild website
 - Get in contact with Natalie on existing website
- Spending on Rattan
 - Approved by nyx

- Leather order update
 - has been completed
 - need to ¼ leather

General business:

- Announce to public when meetings are happening
- Action: Chert will talk to Sam about future Discussion feedback forms for trainings towards end of semester
 - chert will also organise ans
- Rilyn started organising inventory - over the course of a week - a day for each section
 - books and documents
 - Price and label anything to be sold
 - document all equipment + garb
 - check all equipment and garb is up to code
 - document necessary fixes
 - preferably before clean out

Action Items

- Google Drive management
 - Action: everyone to upload any documents they have when possible
 - Action: Zeb to contact Neville about formalising complaints protocol
 - Action: Zeb to upload complaints from last year onto drive
 - Action: Chert will make handover documents
- Western Raids sub-committee
 - Action: Chert will do do paperwork admin, organise bookings
 - Action: Tai volunteered (will get back to us if able to do it) to manage cooking aspects
 - Action: Zeb to have booking form for western raids completed and out to baronial channels to gauge budget by next Thursday
 - Action: Zeb to take lunch proposal for western raids back to next baronial council
- Neville and lunch
 - **Action: Zeb will talk to Kieran**
 - Action: Zeb to decide on second lunch by Monday
 - Action: Taylah will post advertisements on lunches after current meeting
- Golden Thimble
 - Action: Chert to book Neville for Thursday class garb overview for newbies
 - will have to contact with Taylah for garb
 - Action: Nyx, Chert and Zeb to bring past golden thimble garb
 - Action: zeb to message baron/baroness - book date
 - message Nathan and baronial council once date confirmed
- Constitution uploading
 - Action: Zeb and Patrick to upload to guild site, uwasca website and discord
 - Action: Taylah will do an announcement for updated constitution links
- General business
 - Action: Zeb will find loan books

- Action: Zeb will fix roles on guild website
- Action: Zeb will check invoice for sword order
- Action: Chert will talk to Sam about future Discussion feedback forms for trainings towards end of semester
 - chert will also organise one for a&s
- Action: Chert EMP for A&S
- Action: Chert to begin planning gorget workshop
 - Organise template
- Action: chert will send Taylah the link for the intercollege discord
- Action: Taylah will advertise on uwasca discord for intercollege, put in useful links section

Meeting Closed - 9:16pm