

UWASCA COMMITTEE MEETING #6

18/7/24

Meeting Scheduled: 18/7/24 8:00pm

Meeting Opened: 18/7/24 8:12pm

Attendance:

- Zeb
- Patrick
- Nyx
- Taylah
- Rilyn

Apologies:

- Zosia
- Charlotte
- Tech

Absentees:

Past Action Items: (resolving past things)

- Action: Charlotte is drafting western raids hand over sheet - will send it to committee for approval when completed
- Action: Charlotte will make handover documents
 - Handover for western raids and golden thimble
 - At a later date: Workshop documents, including contacts and general instructions
- Action: Charlotte to poll for Spotlight run for cloak workshop
- Action: Taylah to put out notices that golden thimble is running in september
 - complete
- Action: Taylah to advertise workshops with decided dates asap
 - Coordinate with Charlotte
- Action: Patrick to do A&S emp
 - complete
- Action: Patrick to do emp for cloak workshop
 - re-action
- Action: Zeb and Patrick to upload constitution to guild site, uwasca website and discord
 - Re-action
- Action: Zeb to contact previous web-minister and forward information to Patrick
 - complete

- Action: Zeb to get in touch with unigames about dice workshop and communicate with subcommittee
 - Complete
 - Patrick is following up
- Action: Zeb to put golden thimble paperwork in google drive and committee server
 - re-action
- Action: Zeb to book date for golden thimble
 - Complete
 - 7th-8th September
- Action: Zeb to confirm dates with barony and put on baronial calendar
 - Complete
 - Action: **Zeb to submit the bid to seneschal**
 - Action: everyone to make zeb submit the bid
- Action: Zeb to upload membership list to guild website
 - re-action
 - Action: Nyx to send membership list to guild website to Zeb

- Action: Rilyn to coordinate inventory during semester break
 - Complete!

- Action: Nyx will have grants done by end of the week pending on sword order
 - complete
- Action: Nyx will check on sword order invoice with Asa
 - re-action

Agenda

DICE BAG SUB-COMMITTEE

- Rilyn
- Patrick
- Charlotte
- Communication has been established with unigames

QUIZ NIGHT SUB-COMMITTEE

- Zosia
- Patrick
- Date: 15th September
- Awaiting EMP approval
 - Push announcements once approved

CLUB CARNIVAL: 30th July, 12-2pm

- Advertise on discord
 - To renew membership
- Committee is availability
- Bring swords, garb, helmets, st.basils shield
- Action: Taylah to organise borrowing pride shield with roobi

GOLDEN THIMBLE

- Advertisement: needs to be done on barony channels (including dragons bay and college)
 - Action: Taylah to do one announcement each week for golden thimble
 - After registration closes, do more frequently
- Judges: need 3ish
 - Baron + baroness
 - Action: Taylah to contact Roobi for suggestions on judges
- Bookings Officer:
 - team registration form
 - individual registration form
 - Action: Rilyn to organise golden thimble bookings
- Budget:
 - Has been approved
 - Action: Zeb to send budget to Nyx and upload it to google drive
 - Action: Nyx to look over budget
 - Financial expenses of college: venue hire, snacks (tea, biscuits etc.)
 - Action: Nyx to get in touch with Isolde to make sure that spearwood venue hire is available
- Action: Nyx to contact neville about garb discussion

COMPLAINTS PROCEDURE

- Zeb and Patrick are creating an official complaints procedure
 - Aim to be completed within this committee term
- Once established will then pass it onto committee
- Taylah will help this project

A&S

- Accessible timetable/calendar to put in clubroom
 - Use this calendar to advertise on discord and
 - Shareable google calendar
 - Official facebook account

Action Items

- Action: Patrick to do emp for cloak workshop
- Action: Zeb and Patrick to upload constitution to guild site, uwasca website and discord
- Action: Zeb to put golden thimble paperwork in google drive and committee server
- Action: **Zeb to submit the bid to seneschal**
- Action: Zeb to upload membership list to guild website
- Action: everyone to make zeb submit the bid
- Action: Zeb to send golden thimble budget to Nyx and upload it to google drive

- Action: Nyx to send membership list to guild website to Zeb
- Action: Nyx will check on sword order invoice with Asa
- Action: Nyx to look over golden thimble budget
- Action: Nyx to get in touch with Isolde to make sure that spearwood venue hire is available
- Action: Nyx to contact neville about garb discussion

- Action: Taylah to organise borrowing pride shield with roobi
- Action: Taylah to do one announcement each week for golden thimble
- Action: Taylah to contact Roobi for suggestions on judges

- Action: Rilyn to organise golden thimble bookings

Meeting Closed - 8:45pm