

## Pendle JCR Executive Meeting Week 2

Date: 24/01/2016

Time: 6:00 PM

Location: Errington Room

### Attendance

#### **Present**

President, Beth Lowe

Vice President: Events, Taymar Houghton

Vice President: Welfare and Education, Emma Henderson

Vice President: Communications and Engagement, Flossie Lansdown

Chair, Alex Scheeser

Events Officer, Amy Hopper

Events Officer, Isha Shelat

Media and Communications Officer, Ben Goldsworthy

Media and Communications Officer, Jean Morris

Men's Welfare Officer, Sean Early

Women's Welfare Officer, Emily Delaney

International Officer, Jon Cheong

Audio-Visual Technician, Louis Williams

#### **Absent**

Men's Sports Officer, James Taylor

### Agenda

1. Pendle bar progress
2. Pendle Extrav 2016
3. Sustainability competition & JCR exec champion
4. Big Night Out
5. 'The Witch' Magazine
6. Pendle trip to Liverpool
7. Battle of the Bands 2016
8. Sport Relief
9. Valentine's Day Event
10. Board in the JCR office
11. Any other business

### Minutes

#### **Pendle bar progress**

Beth informs the exec that she emailed Pendle Bar manager Vicki Shaw about drinks deals for Wednesday nights. She then arranged a meeting with her but Vicki couldn't attend because of personal issues. A meeting is still going to take place about drinks deals for all nights.

Beth would like to put up posters for each night of the week as an interim solution until one big timetable is created showing what is on every night of the week. These posters should also be placed in all blocks. Flossie suggests that the posters in the blocks should include the offers and events for all days on a single sheet, similar to the big timetable suggested by Beth.

Jean asks if posters could be put up on the balcony of Pendle Bar where they can be seen from most Pendle blocks. Beth is happy with that suggestion but argues that these should be used for 'one off' big events rather than for recurring ones as people don't notice them after they get used to them. Leaving posters or banners up on the balcony for a prolonged period of time also results in them deteriorating due to bad weather.

Jean mentions that some of the Pendle students are often still not aware that the bar is open when it is.

The media and communications team tells the exec that they are going to create posters about drinks offers and events after Beth has met with Vicki. Ben asks about posters for birthday drink offers and agrees to make them.

Beth also remarks that Retail Services manager Pete Welling offered to provide help with posters for Pendle Bar.

### **Pendle Extrav 2016**

Taymar notifies the exec that she attended an intercollege meeting about the 2016 Extravs. She will now be assembling a committee which will be in charge of organising Pendle's Extrav this year and which will report back to the JCR exec. The vice presidents and the president will be part of this committee with the rest of the participants composed of the whole membership of Pendle College's JCR. Taymar will also arrange an Extrav team which will accompany her to future intercollege meetings and consists of exec members.

Beth reminds the exec that everyone will have to help out at Extrav night itself whether they are part of the Extrav committee or not. Taymar expands that all exec members should be reasonably sober and assisting and that someone being too drunk to carry out responsibilities at Extrav night would cause serious issues. Taymar also tells the exec that Pendle's Extrav will be on the second out of the three nights of Extravs this year.

Flossie inquires when posters advertising joining the Extrav committee should be produced. Taymar responds that she will message the media and communications team about it closer to the time.

### **Sustainability competition & JCR exec champion**

Beth asks the exec whether Pendle should take part in the sustainability competition of which the exec was previously informed and suggests that the College should participate. This is met by general approval. Flossie asks for clarification about the challenge which is provided by Beth and Jean.

The aim of the contest is to "identify innovative solutions to the various sustainability challenges we face here at Lancaster and in the wider world".

"The JCR Champion can be any member of the JCR Executive [and] will be asked to promote the competition within their college and assemble a team by the end of week 3."

Alex suggests that it might be useful to select an exec member as champion who knows a large number of Pendle students studying science subjects as these could prove to have skills useful to this

particular challenge. However Flossie comments that science students often have less spare time than many others.

Ben offers to take on the role of JCR champion and Amy remarks that she would also be willing to become the JCR champion if no one else did.

The question of whether Ben should be JCR champion is put to a vote

The majority of members vote in favour, therefore Ben is going to assume the role of JCR champion. Amy notes that she would still be happy to take the role if Ben changed his mind.

### **Big Night Out**

Taymar informs the exec that a Big Night Out event is going to take place in week 4 of Lent term 2016.

Amy inquires how strict the rules for 'sober duty' during Big Night Out are going to be. Taymar replies that they are not very strict and that once in the Sugarhouse everyone will be able to drink as they like. Beth reminds the exec that they are assumed to be wearing their JCR exec shirts and should therefore behave appropriately.

After being questioned about it, Taymar tells the exec that 'The Sun' will not be on the route of the bar crawl anymore, having received negative feedback in previous years, and that it will be replaced by another pub in town. Whilst the pubs have been decided on, the routes each group will take have not yet been determined.

### **'The Witch' Magazine**

Ben suggests that 'The Witch' magazine should be renamed and revamped, as most students are not familiar with it and that a fresh start is needed in order to reach a larger readership. He proposes 'The Cackle' as the new name for the college magazine since it is figuratively speaking the mouthpiece of the witch, that is Pendle College and since he personally "likes names which have verbs in them".

Flossie explains that there had previously been some issues with LUSU printers and that a lot of university work prevented the previous media and communications team from publishing a second edition of 'The Witch' in Michaelmas term 2015.

Beth points out that College Administrator Jill Harpley's approval should be sought prior to making a change as significant as renaming the college magazine.

Flossie adds that simply changing the name of the magazine is insufficient in reaching a larger readership and that further steps need to be taken.

Jean proposes having a 'picture of the month' and/or 'quote of the month' section with material supplied by current students in the new magazine. She also recommends boxes in both Pendle Bar and the Pendle Porters' Lodge for storing copies of the magazine.

Beth suggests handing out copies of the college magazine to people walking past Pendle from 45 minutes past the hour to 5 minutes past the hour during daytime when students are coming from or going to lectures in order to capture a higher percentage of Pendle students than by only providing the magazine in spaces which might not be frequented by many Pendle College members.

### **Pendle trip to Liverpool**

Taymar informs the exec that she was approached by Fylde JCR exec members wanting to organise an off campus social to Liverpool in cooperation with the Pendle JCR in week 6 although the exact date has not yet been decided.

Flossie cautions that the Pendle JCR exec should not let other colleges organise coaches because of previous bad experiences. She also asks Taymar to provide her with the details of the Fylde JCR exec media and communication officers, so they can collaborate on the project effectively.

### **Battle of the Bands 2016**

Taymar explains the concept of 'Battle of the Bands' at Lancaster University. Traditionally there are four heats each held in a different college before a final in the Sugarhouse. LUSU Vice President: Union Development Tom Stapleton advised against running an edition of 'Battle of the Bands' at Lancaster University this year because of a perceived lack of interest, however the events officers from most colleges were largely in favour of continuing it.

The notion of hosting a heat of 'Battle of the Bands' in Pendle this year is met by unanimous approval and it is agreed that the best weekdays for this would be Wednesdays, Fridays and Saturdays.

### **Sport Relief**

This agenda point is adjourned to next week's exec meeting.

### **Valentine's Day Event**

Taymar acquaints the JCR exec of the Lancaster University Magic and Circus Society (LUMACS)'s proposal to hold a Valentine's magic show on Wednesday, the 10<sup>th</sup> of February. In addition to this the Pendle Pub Quiz on Sunday, the 14<sup>th</sup> February (Valentine's Day) will be Valentine's themed.

Beth adds for consideration that last year's exec provided every Pendle flat with a rose whilst Bowland College's JCR exec sold roses for charity.

Emma inquires whether there is a possibility of adding Valentine's themed drinks to the menu in the week ending in Valentine's Day.

Taymar also reminds the exec that there are still pink coloured decorations left over from Breast Cancer Awareness Week which could be used for Valentine's decorations. Beth suggests getting some sweets as well.

### **Board in the JCR office**

Ben notifies the exec that the names on the board in the JCR office are outdated and that they should be replaced. He offers to do so.

Taymar mentions that the office needs to be cleaned as well and she and Ben volunteer to take on this responsibility.

### **Any other business**

Louis suggests acquiring a drum kit which could be used for various events such as Pendle Live or the planned 'Saturday jam sessions' for which he asks about posters as well.

Taymar informs the exec that Lancaster University RocSoc will be performing at Pendle Live on Thursday the 28<sup>th</sup> of January and that she messaged RocSoc about which other bands are going to

perform the same day but has not received a reply yet. Once all the information is available posters will be advertising the event along the spine from Alexandra Square to Pendle College.

Taymar also notifies the exec of Lake Komo performing at Pendle Live in week 4. Events and Promotions Coordinator for the bars and cafés at Lancaster University, Joe Gardiner, will arrange their promotion on campus. Amy asks whether the event is going to be ticketed which Taymar denies and after Flossie wants to know how the Pendle media and communications team can help with the promotion of the event Taymar tells her to message Joe about it. The exec is also told that Glee will be performing at Pendle Live in week 5.

Alex asks which exec members have got keys to the JCR office. Currently these are the president and the vice presidents. However Beth states that the office key can be signed out from the Porters' Lodge and is going to find out if there is a possibility of attaining more keys.

Emma points out that there is going to be a meeting with Pendle's international students on Saturday, the 30<sup>th</sup> of January at 4pm in the bar for which tea and food will be provided with her and Jon and that every exec member is invited and welcome to join them.

Alex asks what the exec thinks of the vice presidents and the president giving a very short recap of their week at the start of future exec meetings which is met with assent by the vice presidents and the president.

Beth reminds the meeting that College Council is going to take place on Thursday, the 28<sup>th</sup> of January at 1pm in the Errington room and asks the exec to message their respective vice presidents with progress reports of what has been achieved so far as well as with plans for the future, so that Beth can then relay this information to Jill.

Jon states that the university's international officers have an intercollege event for international students planned on the 9<sup>th</sup> February which is supposed to happen in Pendle Bar. However he is still awaiting feedback from some of the colleges' officers. It is noted that bar sports will be played in Pendle Bar on the 9<sup>th</sup> of February and that another date should be found if possible.

Ben inquires whether Pendle Bar is putting up offers for pre-drinks before the Super Bowl event in the Sugarhouse on Sunday, the 7<sup>th</sup> of February. Taymar answers that Lonsdale having a rather large Super Bowl themed event would presumably result in a quite low turnout should Pendle offer an alternative. Therefore it is not intended to advertise Pendle Bar as a pre-drinks venue for the night of Super Bowl.

Jean mentions that the introduction of an open mic night in Furness College has made it difficult to find acts willing to perform at Pendle Live on Thursday, the 21<sup>st</sup> of January and that this could prove problematic again in the future if this or similarly styled events are being held at the same time as Pendle Live.

Alex queries about the introduction of a byelaw review committee? Emma asks for clarification on the issue. The proposed committee is meant to be made up of any interested Pendle students and has the aim of systematically updating the byelaws. Beth states that such a committee is likely to be formed after Wednesday Workout advertisement is sorted out and Wednesday Workout is established as a fundamental part of Pendle's events. However she also argues that the progress of the committee should be completed before a general meeting is being held so that any proposed changes can be passed in said meeting.

Flossie suggests that the surveys to be conducted to determine the involvement and interests of Pendle students should be evaluated over the Easter break. Ben recommends having a 'question of

the day' shown to all Pendle students walking past on a whiteboard giving them the opportunity to vote either 'yes' or 'no' on a number of issues. Beth points out that LUSU should be contacted regarding the implementation and evaluation of the poll since they have a vast experience in dealing with a number of surveys.