



# Sunday 21<sup>st</sup> February 2010

## Agenda

1. Apologies for absence or lateness
2. Announcement of the presence and purpose of guests
3. Approval of the order of the agenda
4. Reading by the secretary on request by any member, amendment if necessary and approval of the minutes of any previous Open Meeting not yet accepted by an Open Meeting.
5. Matters Arising from the minutes
6. Reports from the Committee
7. Questions to the Committee
8. Extraordinary Motions
9. Ordinary Motions
  - a) Gym
  - b) Rainbow Robinson
  - c) Hobs
  - d) TV
  - e) Yearbook Subsidy
  - f) Freeview
  - g) Hockey Travel Expenses
  - h) Drum kit
  - i) Constitutional reform
  - j) Security Lights
  - k) Reserves
10. Any other RCSA business

3. As stipulated in a previous open meeting, other societies who use the games room have been consulted and the students of Robinson have been e-mailed and given the opportunity to have their voices heard.
4. Both the catering amenities officer and the president of the RCSA made an electoral promise to push for a college gym.
5. The proposed gym equipment (Rowing Machine, Treadmill and Cross Trainer) is of professional grade and should be durable.

### RCSA Believes:

1. Students of Robinson currently do not have gym facilities equivalent to those of other colleges such as Johns or Trinity
2. A gym would raise Robinson's profile as a college, especially to prospective applicants.
3. A gym gives students a good way to unwind from the pressures of a stressful Cambridge day
4. A gym would allow people to train safely and easily in college
5. We want a gym!

### RCSA Resolves:

1. To set up a gym in the college games room in line with the proposal (see addendum) .
2. To create a sub-committee with a gym officer, responsible for moving equipment, training and co-ordinating with other societies who use the games room.
3. To allocated £4000 from the RCSA reserves to proposed purchase gym equipment for the college including the purchase of protective mats for the games room floor as stipulated by the Warden and Domestic Bursar
4. To mandate the C&A officer, with support of the RCSA Committee & President, to purchase this equipment and set up the gym.

*Proposed: Andy 'Fit as a fiddle' Aitken  
Seconded: Duncan 'Fit as a cello' Stibbard  
Hawkes*

## Ordinary Motions

### a) Gym

**THIS MOTION REQUIRES A TWO THIRDS ASSENT TO PASS.**

#### RCSA Notes:

1. The RCSA has passed a motion in JCR Open Meetings giving their support to the addition of a gym to College facilities
2. The proposed college gym has been approved by council

## b) Rainbow Robinson

**THIS MOTION REQUIRES A TWO THIRDS  
ASSENT TO PASS.**

### **RCSA Notes :**

1. The costs for the publicity and decorations for Rainbow Robinson have come out of the LBGT Officers own pocket.
2. The publicity is going to bring in a lot of people to the bop who will spend money at the bar.
3. The profit the Ents committee will make can be used for future Ents.
4. The decorations will be reusable for future LBGT bops.
5. The LBGT budget is reserved for LBGT Drinks in freshers week (and wouldn't cover the costs anyway).

### **RCSA Believes :**

1. No RCSA Officer should be out of pocket for RCSA related expenses.
2. Events such as Rainbow Robinson are great for Robinson's profile in Cambridge.
3. The event wouldn't be as successful without good publicity and decorations.

### **RCSA Resolves :**

1. To reimburse the LBGT Officer £61.70 to cover the costs incurred.
2. To mandate the committee to consider Rainbow Robinson in future budgets to avoid similar claims in the future.

*Proposed: Dan "Head Gay" Green*

*Seconded: Niall "Putting the Fun in Funding" Browne*

## c) Hobs

### **RCSA Notes:**

1. Kitchen facilities, especially hobs, are an essential part of cooking apparatus for Robinson students.
2. There is existing policy for opposing further removal of cooking facilities from Robinson kitchens in both the hostels and the main College building.
3. There are a range of important reasons for students to have adequate cooking facilities,

such as welfare issues and dietary requirements, religious or otherwise.

4. Fire safety is very important, and the value of using kitchens sensibly cannot be emphasised enough.
5. The overwhelming majority of students use kitchen facilities responsibly.
6. (Passed) Motion (a) from the RCSA Open Meeting on 12 October 2008.

### **RCSA Believes:**

1. All Members should be ensure that they act responsibly with regard to kitchen fire safety.
2. Life without hobs would be solitary, poore, nasty, brutish and short.

### **RCSA Resolves:**

1. To oppose with all appropriate action any attempt by college authorities to remove or reduce kitchen facilities for students including hobs and ovens, in both the hostels and the main College building.
2. To support the RCSA President and Executive in their opposition to any such removal or reduction.
3. To mandate the RCSA President to use appropriate channels such as Joint Liaison Committee to voice student views on this matter.

*Proposed: Rahul 'Nasty' Mansigani*

*Seconded: Iain 'Brutish' Bar' and Duncan 'Short' Stibbard Hawkes*

## d) TV

**THIS MOTION REQUIRES A TWO THIRDS  
ASSENT TO PASS.**

### **RCSA Notes:**

1. There is a new TV in the TV room
2. Luke Whiting has currently paid for said TV
3. The TV is currently not secured to the wall

### **RCSA Believes:**

1. The TV benefits all members of college
2. Luke shouldn't have to foot the bill for your TV

3. The TV should be secured to the wall

**RCSA Resolves:**

1. To allocate £30 from the budget for this open meeting to pay for the new TV
2. To allocate upto a further £20 to buy the lock to attach it to the wall
3. To mandate the Catering and Amenities Officer to oversee the locking of the TV to the wall

*Proposed: Luke "Sustainable" Whiting*

*Seconded: Andy "misses Hustle" Aitken*

### e) Yearbook subsidy

***THIS MOTION REQUIRES A TWO THIRDS  
ASSENT TO PASS.***

**RCSA Notes:**

1. The 09/10 budget has allocated yearbook printing costs of £150.
2. Last year, a motion passed increasing the 08/09 budget allocation for the yearbook by £350 (to £500).
3. Students graduating in 2010 and onwards will have a higher level of collective debt from tuition fees than any preceding years.
4. The current yearbook editor has currently paid the yearbook deposit (of £200) from their own pocket.

**RCSA Believes:**

1. RCSA funding is received for promoting student activities not holding in reserve.
2. The yearbook represents an unrivalled record of student activities, is produced through student input and involves a potential financial cost to virtually all members sooner or later.
3. The yearbook allocation still has not been satisfactorily reviewed at budget meetings as editors are not in place in Michaelmas.
4. Where possible it should seek to avoid individual members entering debt in order to provide a service for other members.
5. A yearbook subsidy would provide an effective means for distributing its funds amongst a large number of members.

**RCSA Resolves:**

1. To allocated £350 from the 'reserves' to the yearbook allocation, allowing up to £500 to be used in subsidising the production of the 2010 Robinson College Yearbook.
2. That the RCSA executive should consider this motion when preparing future budgets.
3. To promote the inclusion of a yearbook charge on College bills next term (as was implemented last year) rather than burdening the yearbook editor, in their final term, with cheque collection.
4. That part of this allocation will be spent on providing an RCSA copy of the yearbook, available for all members to browse.

*Proposed: Barnaby 'Canis Canem Editor' Mollett*

*Seconded: Luke 'Quality Control To Major Tom' Whiting.*

### f) JCR Freeview box

**RCSA Notes:**

1. The Freeview Box has been missing from the JCR since the start of term.
2. The terrestrial tuning on the JCR TV is bad and having a digital capability would make the TV much more useful.
3. Having the Box back could boost The College Spirit by up to 10%.

**RCSA Believes:**

1. Digital TV should be available in the JCR.

**RCSA Resolves:**

1. To mandate the Catering and Amenities Officer to:
  - a) Investigate the missing Box.
  - b) Should the Box not be found before the next Ordinary Open Meeting, bring forward proposals for the its replacement to that Ordinary Open Meeting.

*Proposed by: Alex 'likes reading' Jones*

*Seconded by: Dave 'likes to move it, move it' Bewicke*

## g) Hockey Travel Expenses

**THIS MOTION REQUIRES A TWO THIRDS ASSENT TO PASS.**

### RCSA notes:

1. Robinson College Hockey Club (RCHC) has been particularly successful, winning the Division one title for Michaelmas 2009, and thus qualifying for the Colleges Varsity Match 2010.
2. The Colleges Varsity Match is taking place at Southgate Hockey Club (North London) on Tuesday 2nd March.
3. Cambridge University Hockey Club (CUHC) is providing return transport at a cost of £16.00 per head.
4. There are 14 squad members.

### RCSA believes:

1. That RCHC has done a great job raising the sporting profile of the college and as such should support the team in extending this.
2. It is reasonable for the RCSA to provide a subsidy of £4 per squad member to travel to the match.
3. This results in a total subsidy of £64.00.
4. We need to send a full squad to beat the scum. GDBO.

### RCSA resolves:

1. To provide RCHC with £64.00 to travel to the match.

*Proposed: Ed Hyde "and seek"*

*Seconded: Niall "puts the sure into treasurer" Browne*

## h) Drum Kit

**THIS MOTION REQUIRES A TWO THIRDS ASSENT TO PASS.**

### RCSA Notes:

1. That a motion was submitted last term to acquire £250 funding to purchase the parts necessary to complete the college drum kit.

2. That after investigation by college's drum-guru, Richard 'Skit' Thomas it's actually going to cost £299.
3. That a complete drum-kit would be very handy for the forthcoming bands night.

### RCSA Believes:

1. That it'd be nice to have a complete drum kit for college members to use.

### RCSA Resolves:

1. To allocate £49 from this open-meeting's budget to facilitate the purchase of new a cymbal pack and stand.

*Proposed: James 'pa rum pum pum pum' Pacey*

*Seconded: Dan 'I'm a poor boy too' Jackson*

## i) Constitutional Reform

### RCSA Notes:

1. That a series of Constitutional reforms was proposed by the RCSA Executive of 08/09 at the end of their tenure
2. That voting on these reforms was postponed in order to accommodate a longer period of consultation with the general membership
3. That such consultation has taken the form of a sub-committee on Constitutional reform
4. That this sub-committee has now finalised its proposals for Constitutional reform and submitted them for consideration by this Open Meeting

### RCSA Believes:

1. That the proposals of the sub-committee represent a significant advance towards making the constitution more accessible and relevant
2. That the membership of the RCSA deserve a chance to vote on them in a referendum

### RCSA Resolves:

1. To mandate the RCSA Executive to discuss the reform proposals at the next Executive Meeting and to hold a vote on sending them to a referendum

*Proposed: Rahul 'The Reformer' Mansigani  
Seconded: Duncan 'The Reformee' Stibbard  
Hawkes and Rob 'The Reformat' Beagrie*

## **j) Security Lights**

### **RCSA Notes:**

1. There has recently been a flasher in the gardens
2. We don't really like flashers
3. If there were automatic security lights, flashers would be less likely to flash
4. Automatic security lights can be a nuisance

### **RCSA Believes:**

1. It would be better for everybody in College if we didn't have to worry about flashers
2. Before installing lights (at college's expense) we should check whether people are worried about the lighting intrusion

### **RCSA Resolves:**

1. To mandate the RCSA President to liaise with students in order to gauge support for security lighting where appropriate in the gardens and outside the hostels.

*Proposed: Duncan "bright ideas" Stibbard  
Hawkes*

*Seconded: Andy "would prefer flashing lights to flashing men" Aitken*

## **k) Reserves**

### **RCSA Notes:**

1. The current and previous treasurer's efforts in attempting to sort out the situation regarding the RCSA's so called 'reserves'.
2. That holding the 'reserve' funds as we do is legally problematic.
3. That a solution, approved by college council, has been written and is attached in addendum.

### **RCSA Believes:**

1. That given the 'reserves' were accumulated over a number of years of budget surplus, it would be maintained in such a way that they could continue to be used in furthering the welfare of current and future students.
2. That the document attached in addendum will provide means to allow members access to these funds through Open Meeting motions as currently is the case in accordance with Article 11f) of the RCSA Constitution, so long as all parties governing the fund agree that the usage of such money is in line with the aims and objectives of the RCSA.

### **RCSA Resolves:**

1. To support the relevant RCSA members' signing of the document attached in addendum, allowing the 'reserves' to be held within college's endowment, whilst still giving the RCSA access to these funds.

*Proposed: Niall 'No Reserve' Browne*

*Seconded: Duncan 'Unreservedly' Stibbard  
Hawkes*

## Addendum

### Gym

#### Proposed equipment

One rowing machine, one treadmill and one cross trainer. Each is a safe and fun way to maintain fitness levels and reduce stress in college

#### **Rowing Machine (£1149) - Concept II model D with PM4 monitor**

- Dimensions: 240 x 60 x 90cm
- Weight: 31kg
- Advantages: Wheels for easy transport, small – fits through standard sized doors, universally regarded as the best rowing machine available and the same as those used at the boathouse, durable and low maintenance. Good for general fitness and also very advantageous to boat club members (1/3 of college)
- Disadvantages: Expensive



#### **Treadmill (£1299) - Vision Fitness T9450 Folding Treadmill**

- Dimensions: 79 x 84 x 173cm
- Weight: 114kg
- Advantages: Folding design and wheels means that it is easy to move and store during other activities and during the vacations, will fit into the RCSA offices (next door) for vacation storage
- Disadvantages: Heavy (but still manageable)



#### **Cross Trainer (£1399) - Vision Fitness - X6200 Folding Elliptical Trainer**

- Dimensions: 79 x 68 x 106cm
- Weight: 90kg
- Advantages: Transport wheels for ease of movement and storage. A very popular machine – the most requested by the student body
- Disadvantages: Large and expensive



### **Benefits**

- Popular - the RCSA has passed a motion in JCR Open Meetings giving their support to the addition of a gym to College facilities
- Admissions - the gym would raise Robinson's profile as a college, especially to prospective applicants
- Standardisation of facilities - Provides a similar service to that of other colleges such as St John's and St Catherine's, making the application process fairer for potential applicants to Robinson.

- Welfare - Gives students a good way to unwind from the pressures of a Cambridge degree, and helps the student body keep fit in a safe, convenient, environment
- Sporting success - gives Robinson's sporting teams the resources to keep physically fit, especially as cardio-vascular machines are lacking in college.

## **Potential concerns and how to address them**

### **Noise – at the last JLC meeting concerns were raised over potential noise pollution from the gym disturbing residents from F, G and H staircases.**

- An e-mail was sent to the undergraduate community who were asked if they had any concerns about noise. None were raised.
- A meeting was held to further discuss potential concerns. None were raised about noise.
- The proposed equipment is far quieter than many of the other activities for which the games room is presently used.
- The gym will be open during the day only, so will not disturb students after 10pm
- There will be no stereo in the Games Room, and members who wish to exercise to music will be required to use headphones.

### **Holiday storage/Movement of the equipment – concerns were raised regarding the storage of equipment during the vacation period when the room is used as part of the conference facilities.**

- The proposed rowing machine and treadmill are both small and portable. There will be space for them during the holidays in the neighbouring new RCSA offices
- The cross trainer is large but still portable and, if cupboard space cannot be found for the treadmill in the games room itself, could also be stored in the RCSA offices. If not here, then the party room could be used and the Brickhouse Theatre have offered storage space.
- A gym sub-committee will be elected consisting of the Catering and Amenities officer, a 'Gym Officer' and anyone else interested in participating in the organisation and upkeep of the gym. The 'Gym officer' will be responsible for, among other things, making sure that the equipment is moved at the beginning and end of every term and properly maintained.

### **Other societies who use the room – societies who currently use the Games Room raised concerns that their voices would not be heard.**

- As agreed in a previous JCR open meeting and at JLC, an e-mail was sent to the undergraduate list as well as the heads of various societies. Concerns were raised about the cross trainer but it was concluded that, if we could move some of the chairs behind the curtain to make way for the cross trainer, societies would have no problem in moving equipment to the sides of the room.
- The 'Gym Officer' would be responsible for co-ordinating gym booking with the other societies who needed the games room.

**Durability of equipment – concerns were raised over the durability and lifespan of the proposed equipment.**

- The Catering and Amenities officer searched, over the vacation, for items of equipment that were both portable and durable. We feel that the proposed items fulfil these criteria as they are commonly used in commercial gyms.
- If possible, the JCR would like to discuss the possibility of putting these items of equipment under the college insurance policy. If this proves impossible, the JCR would examine the possibility of negotiating their own insurance and have looked into the option of extending the warranties of the products themselves

**Yearbook Subsidies Report**

This report accompanies the yearbook subsidies motion, as required by article 11f of the RCSA Constitution.

The motion requests £350 is added to the yearbook category of the budget. The yearbook has received a £150 allocation from the RCSA for several years. The request to increase the allocation was not made at the budget meeting as there was no yearbook editor or yearbook committee in place to propose such a change.

It is not known exactly how many students will purchase yearbooks, but last year 74 copies of the 2009 Robinson College Yearbook were bought by students at a cost of £21.15 each. It is hoped that this year the cost will be less than this, as a different, most cost effective provider is being used, but nonetheless the final amount charged is subject to the number of people that purchase a yearbook. This additional £350 would also help provide the security that in covering higher costs in the event that a lower than expected amount of people buy a yearbook.

While the yearbook may still after subsidy remain an recognisable expense to some students, we believe:

- The yearbook is a valuable memento of time at Robinson for many members and the cost should therefore be minimised as far as practical.
- As nearly all undergraduate members will be eligible to purchase a yearbook sooner or later, an increased yearbook subsidy is an effective way of distributing funds for student activities widely.
- Increasing the amount in this category will enable the RCSA to pay the deposit for the books, instead of leaving the yearbook editor bearing the cost of this until the final payments are made for the yearbook next term.

## Reserves

Agreement for the Holding of RCSA 'reserve funds' in College Accounts



### ***This agreement is made between:***

Robinson College ('the College') and Robinson College Students' Association ('the RCSA')

Date: 18/11/2009

The following conditions will apply :

1. The RCSA shall transfer from its bank account to the College the sum of £.....("the Reserve Funds") being the sums that have been accumulated over the years by the RCSA as budget surpluses
  - 1.1 The RCSA and the College agree that the College shall hold the Reserve Funds under the conditions set out in this Agreement.
  - 1.2 A separate fund for accounting purposes will be established by the College Council so that the amount representing the Reserve Funds can be identified from year to year until such time as the said funds are exhausted by capital drawdown.
  - 1.3 The income of the Fund at the level of 4% p.a. or such other level of total return as the College Council might agree from time-to-time as the appropriate level for the College's endowment as a whole shall be transferred to the RCSA as part of its annual Budget.
2. In the event that a financial request to make a capital withdrawal from the fund is made by the RCSA the request will be considered by a Committee formed of the following:
  - (i) The Warden or his nominated deputy
  - (ii) Finance Bursar
  - (iii) Senior RCSA Treasurer
  - (iv) RCSA President
  - (v) RCSA Junior Treasurer
  - (vi) One other member of the RCSA Executive Committee.
  - 2.1 If the request is determined to conform to RCSA constitutional aims and objects, capital withdrawals may be made from the fund, and spent by the RCSA as needed.
  - 2.2 All such requests must have been supported by a written report detailing how the money will be used in line with the Finance Chapter of the RCSA Constitution and approved by an Open Meeting Motion of the RCSA, passed by a two-thirds majority as defined in that Constitution.
3. The Finance Bursar or the College Office shall, upon the request of the Senior and/or Junior Treasurer(s) of the RCSA provide details of the balance remaining in the Reserve Funds account held by the College..
4. The RCSA acknowledges and accepts that its officers have been informed, and have understood, that as the Reserve Funds will form a part of the College's investment portfolio its value may fall as well as rise.

5. To avoid any further accumulation of 'surplus monies' from yearly RCSA expenditure, any unspent and uncommitted funds remaining in the RCSA accounts at the conclusion of each accounting year after the annual RCSA Accounts have been audited and the next year's annual budget has been passed by the RCSA and Finance Committee, shall be paid to the College to be held under the terms of this Agreement as an accretion to the Reserve Funds
6. If there is an annual RCSA budget deficit, then a meeting between the following individuals will be held to consider whether all or any part of this deficit may be covered by payments from the Reserve Funds:
  - (i) The Finance Bursar
  - (ii) The Senior RCSA Treasurer
  - (iii) The Junior RCSA Treasurer
  - (iv) Any other required members of College or the RCSA
7. The College shall assume responsibility for payment of the rent on the Queens' Sportsground, LMBC Boathouse, the Clare College Squash Courts and the Badminton Courts of the Real Tennis Club; such payments will therefore no longer constitute part of the RCSA budgeted expenditure.

Agreed by:

Finance Bursar: \_\_\_\_\_

RCSA Senior Treasurer: \_\_\_\_\_

RCSA President: \_\_\_\_\_

RCSA Junior Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_