

# GREY COLLEGE MIDDLE COMMON ROOM

**Second Meeting – Monday 2<sup>nd</sup> August, 7.30pm**

## **Minutes**

**Present:-** Michael Cannon, David Clark, Iain Devlin, Peter Swift

**Apologies:-** Richard Garrod

**Matters Arising** from previous minutes:-

- A bank account has been set up with HSBC, and two people are required to sign on the account. Peter and Dave are currently the only signatories, but this can easily be altered.
- A social event (pub quiz) has been organised for Wednesday 4<sup>th</sup> August in the Half Moon; other MCR's and postgraduates have been invited too.
- The composition fee has been investigated with the JCR treasurer and the easiest way to administrate this is from the JCR account, because this money can only be spent on certain items which would be beneficial to all, and also needs auditing. For example, periodical subscriptions could come out of this and we could probably purchase a TV with it. The MCR portion of this money is ~£300 and a budget needs to be drawn up so that it can be obtained from the JCR.
- Phoenix Room - Needs clearing so that the MCR can start to use it (speak to George Whalley about this).  
Room security – Dave is awaiting a quote from the company, who have been and done a site assessment. This will include swipe card reader(s), controller and lock etc and prices will be quoted to have this system installed on one or both doors. The room needs a network point for this system.
- Facilities – Dave and Iain have obtained furniture catalogues from University approved suppliers. Pete and Dave have done an initial proposal from 1 supplier, but more need looking at. This proposal (attached to the minutes) has been passed to the Master (cost ~ £3700) for his comments. If the college can't provide all of the furniture, it may be possible to get a loan from the JCR to purchase extra furniture to be paid back from membership fees.
- MCR Formal Table(s) – this is seen as a good idea by the JCR Vice President and would cause no problems. It was mentioned that it would be nice to have cheese and biscuits after a formal in the MCR (like high table have in the SCR); a supplement of £1 on the ticket for the MCR table would be needed to cover costs.
- Advertising of the MCR – A website is currently under construction at [www.durham.ac.uk/grey.mcr/](http://www.durham.ac.uk/grey.mcr/) (Thanks due to Dave for this). Two letters need drafting to send to new Postgraduates and returning 4<sup>th</sup> years telling them about the reformed MCR. Peter is in the process of obtaining the returning 4<sup>th</sup> year email addresses so that an email can be sent to them nearer to the start of term.

**Membership Fees:-** After discussion with the Master and other MCR's it was not felt unreasonable to charge in the region of £20 for Postgraduates to be members of the MCR, especially when one considers that the JCR fee is £45. However it was agreed that it is unfair to charge any more than £10 for 4<sup>th</sup> years to become members, since they are already paying the JCR membership fee.

**Constitution:-** We need to write a constitution outlining aims and objectives of the MCR. As a starting point it would be useful to obtain copies of other MCR constitutions (e.g. Castle Chad's). The constitution needs to include the following areas; Purposes of the MCR, facilities provided, meetings, election of officers, sacking of officers, officer jobs, 4<sup>th</sup> year members, how to remove troublesome members, financial matters.

**Extra Furniture Needed:-** It was agreed a Fridge and TV would be most useful additions to the room, but would probably need funding from the MCR. A percolator would be useful in addition to a kettle for tea and coffee, etc. For a source of capital a JCR loan was suggested, to be paid back from membership fees. Instead of one large cupboard it was suggested that we could purchase a number of lockers (9-12) which people could hire out on a quarterly basis, with priority being given to Postgraduates. This would be a place for people to keep any belongs (spirits etc) they may want to keep in the room. A cost of £5 a quarter was thought appropriate for this facility, and it was noted that 2/3 people could easily share a locker. If lockers were to be purchased it would be easiest having those lockable by a padlock (provided by the user), removing the hassle of key administration.

#### **Things to do:-**

Investigate subscription costs of periodicals (Nature, The Economist and New Scientist were thought to be ok for starters) **PETE**

Investigate other sources of furniture, lockers, glasses tea and coffee facilities **MIKE and IAIN**

Write letters to new Postgraduates and returning 4<sup>th</sup> years **PETE** (*Julie will send them out with the occupancy agreements*).

Update the website with acting exec profiles **DAVE – in progress**

Obtain other MCR constitutions and draft one for us **MIKE**

The date of next meeting was arranged for Monday 6<sup>th</sup> September at 7.30pm to be held in the MCR

Minutes taken and produced by Peter Swift