



UC Unicycle and Juggling Society

2009 Committee Meeting #1

Monday 10 November 2008

Present: David Stevenson (Chair), Blair Bonnett, Andrew Turner, Jeff Toomey, Tim Anderson, Matt Grace (arrived 8:20pm).

Apologies: Deborah Clearwater.

Agenda

1. **Committee overview**
2. **Summer meetings**
3. **2009 t-shirts**
4. **Sponsorship**
5. **Publicity**
 - Banner
 - Business card
 - Posters of basic skills
6. **Fundraising**
 - Chocolate sales
 - Burrowes jam
 - Busking
 - Sausage sizzles
7. **2009 Events**
8. **New equipment**
9. **General business**
 - Next BBQ
 - IUF skill levels

The meeting was opened by the chair at 7:41pm.

1. Committee overview

The meeting began with an overview of the committee members for 2009 and their positions and roles:

- **David, President:** The head of the club, responsible for overseeing the committee and ensuring everything which needs to happen does happen. Calls and chairs committee meetings and delegates the actions decided upon in the meetings to the other members.
- **Blair, Secretary:** Handle all official correspondence (emails to the club, emails to sponsors, letters and so on), take minutes at meetings and keep track of the membership list.
- **Deborah, Treasurer:** Keep the accounts up to date, oversee the necessary fundraising efforts.
- **Jeff, Equipment Manager:** Responsible for the maintenance and repair of all club equipment and keeping a list of said equipment. Also handles the loan of club equipment to members.
- **Matt, Publicity Officer:** Get the word out about the club and club events.
- **Tim, Events Officer (unicycling):** Organise unicycling events (e.g. muni rides) outside of regular Unisoc meetings.
- **Andrew, Events Officer (juggling):** Plan juggling events (such as fire nights) outside of regular meetings.

It was noted that no treasurer was elected at the AGM, and that Deborah had agreed to continue as Acting Treasurer until we can find somebody else to fill the role. It was also pointed out that any action taken by the committee is likely to be spread over multiple areas — for instance, a unicycling event may require the events officer to oversee the event, the equipment manager to make sure the needed equipment is available, the publicity officer to promote it and the treasurer to make sure any funds needed are provided.

It was pointed out that there should always be at least one committee member at any event and that they are responsible for looking after the gear and dealing with any problems that crop up. The first point of contact while in the ballroom would be John Liddell, the UCSA Host & Security Supervisor, while elsewhere on campus the point of contact would be UC Security. It was agreed that it would be useful to have a list of contact numbers of both the UCSA security person and main UC security office available when we are on campus.

AP Blair: Print a list of UCSA and UC security contacts and stick it to the gear box.

2. Summer meetings

With only one session left in the UCSA ballroom for the year, it was agreed that we should move the meetings to Victoria Square over the summer. After some discussion it was decided that we would hold these meetings at 7:30pm on Wednesdays like last year. It was also decided to keep holding meetings in Cathedral Square on the second Saturday of each month over the summer.

It was also agreed that we should try and have fire nights at the end of the Wednesday meetings provided there is sufficient interest in doing so. Prior to doing this, we should consult the authorities to let them know what we intend to do and work through any safety issues they may have. Doing so would smooth the path for us; it was noted that getting a bad reputation (even unfairly) would make things difficult as far as meetings in town go. The council was agreed to be the best people to talk to initially; they may then suggest we talk to the fire service and/or the police.

3. 2009 t-shirts

It would be desirable to have the 2009 t-shirts printed before the Clubs Days; these will be held on Tuesday 24 and Wednesday 25 February on the Ilam Campus and Thursday 26 February on the Dovedale Campus. It was agreed that the quality of the t-shirts and the printing had been fine this year, and therefore we should use The Little Printing Company again. They generally complete the printing inside 48 hours, but require at least a weeks notice to ensure they have enough t-shirts in stock. It was decided to aim to have the design completed by the end of January in order to allow plenty of time to get them made. It was noted that we would need to have our sponsors sorted before printing in order to put their logos on the front.

It was mentioned that the most difficult part of the t-shirt design was to come up with a concept. Matt had come up with a concept prior to the AGM of having an 'evolution of man' style image resulting in riding a unicycle; however, a couple of people said they have seen similar t-shirts. It was suggested that a short and clever slogan coupled with a simple image often works really well. The meeting came up with several possible slogans:

- No handlebars, no brakes, no gears.
- No gears, no brakes, no worries.
- I got rid of the training wheel.
- Singlesoc

AP Blair: Email the club and ask them for any further t-shirt ideas/slogans they have.

4. Sponsorship

As mentioned at the AGM, Cycle Trading were not overly excited about sponsoring us this year and would probably be less keen to do so again next year. It was noted that Unicycle.com offers free shipping on items over \$200 for club members if the club registers with them. It was agreed to talk to Unicycle.com and see if they could offer us anything else in addition. It was also agreed to talk to the Canterbury University Mountain Biking Club (CUMBC) about the possibility of linking up with them and sharing their sponsorship deal with BikeHQ.

Matt mentioned that while working at Southern Amp he had been talking to somebody from Cosmic Corner who suggested they could give us a sponsorship deal. While it was noted that they get their stock from Home of Poi (and hence it is generally cheaper to go directly to Home of Poi), Cosmic Corner might be interested in helping us out in other ways. It was agreed to find out more about what they could offer the club.

AP Matt: Get in touch with Cosmic Corner and get further details about what they could offer us in terms of sponsorship.

5. Publicity

Banner

At the AGM it was suggested that it would be good for Unisoc to have a banner to use at Clubs Days, sausage sizzles and so on. While we could make our own — painting a tarpaulin seems a reasonably good method — it was agreed that we should investigate how much it would cost to get one made professionally. It was decided that the most suitable size would be on the order of 2m×1m.

AP Matt: Talk to some signwriters and get a list of sizes vs prices for a banner.

Business card

On a number of occasions — often in the Square on a Saturday — people have asked for contact details for the club. It was agreed that it would be useful to have a business card, similar to the current membership card, to be able to hand out. It was decided to get the design for the current membership card as a starting point and investigate how much it would cost to get a set of business cards printed.

AP Blair: Contact William and get the design for the current membership card from him.

Posters of basic skills

One method of publicity suggested at the AGM was to come up with a list of basic instructions for, say, staff spinning and put these on a poster saying something like 'For further information, come along to Unisoc'. It was agreed that the first step in doing this would be to compile such a list, which would be useful to have around the club for beginners anyway.

AP Andrew: Put together a list of basic skills for poi, staff etc.

6. Fundraising

Chocolate sales

The sale of Trade Aid chocolate bars resulted in a \$344 profit for the club last year and was the only method of fundraising (not counting membership and t-shirt sales). It was agreed that we should continue selling the chocolate through the coming year. However, it was agreed it would be good to find other methods of fundraising in case the chocolate selling becomes unprofitable or no longer available to us.

Burrowes jam

Burrowes are a jam company with a factory in Rakaia. For around 15 years they have been helping sports and community groups by producing fundraising size (1.25 kg) jars of jam which the groups then on-sell. They have since expanded this into other products such as sauces, cordials and coffee. Groups take orders for the products (at a markup they decide on) and then place a bulk order with Burrowes. This generally takes about 10 days to be shipped out to the group.

It was agreed that this has the potential to be a great fundraiser for Unisoc. The table below shows the products, the price that Burrowes charges for each item and the price it was agreed we would sell them at. It was decided that we should try this straightaway and then, from the number of sales and how quickly people want to reorder, gauge how often we should use this as a fundraiser.

AP Blair: Create and distribute an order form for Burrowes jam ASAP.

Item	Purchase Price <i>including GST</i>	Sale Price
Jam (1.25 kg) <i>Apple jelly, apricot, blackberry, blackcurrant, boysenberry, cherry, fruit salad, kiwifruit & ginger, marmalade, mixed berry (raspberry & strawberry), peach, raspberry, rhubarb & pineapple, strawberry.</i>	\$7.20	\$10
Honey <i>Creamed clover (700 g), manuka blend (500 g).</i>	\$7.20	\$10
Savoury sauces (940 g) <i>Apricot, plum.</i>	\$7.50	\$10
Spicy tomato sauce (820 g)	\$5.50	\$7
Dessert sauces <i>Chocolate (940 g), wildberry (900 g), fruit salad (940 g).</i>	\$7.50	\$10
Cordials (750 mL) <i>Lemon, orange, blackcurrant, lime.</i>	\$5.00	\$7
Powdered cordials (800 g, makes 8 litres) <i>Orange.</i>	\$5.00	\$7
Coffee (ground or beans, 250 g) <i>Brazil, Colombia, Costa Rica, Kenya, Papua New Guinea, After Dinner, Blue Mountain, Espresso, French, Italian, Kilimanjaro, Mocha, Supreme.</i>	\$6.80	\$8
Hot chocolate powder (600 g)	\$6.80	\$8

Busking

It has been suggested that we could try busking in town as a method of fundraising. This requires a busking licence; we are not sure how much this costs. Additionally, it is unknown whether a single licence could be obtained for the club or whether one licence would have to be purchased for each busker.

AP Blair: Investigate the cost and multi-user possibilities of a busking licence.

Sausage sizzles

A couple of years ago we held a sausage sizzle outside AMI Stadium before and after a Super 14 game. Although this effort was somewhat hampered by a lack of organisation, it showed that this is a viable method of fundraising. It was also pointed out that stores such as Bunnings and The Mad Butcher provide a space for sausage sizzles outside their stores (and in the case of The Mad Butcher, even provide free sausages for the club). However, there is usually a long waiting list to use these spaces. It was agreed to get onto these waiting lists if possible, and to consider holding sausage sizzles outside AMI Stadium when the rugby starts up again.

7. 2009 Events

The desire to send a team to UNICON XV in Wellington over New Year 2009/2010 was noted. It was agreed that, if we want to enter a team into the unicycle hockey or unicycle basketball (as opposed to only having members entering individual events) we would need to get things moving this summer.

It was agreed that the two BBQs we have had this year were successful, and that we should aim to hold at least two next year. It was decided that we should hold one immediately after Clubs Day like we did this year as this proved extremely good for introducing new members to the club.

As noted at the AGM, the few fire nights we held this year generally had a very low turnout (often no more than one or two people lighting up). It was agreed that we need to publicise the fire nights better in order to get more people turning up to them. One idea that was raised at the AGM was that holding a fire night in the UCSA ampitheatre, probably on a Thursday or Friday night, would publicise the fire nights quite widely. It was noted that, in order to do this well, we would probably need a number of people demonstrating their skills, leading to something of a vicious circle. It was agreed that one possibility would be to tie this in with another club event happening in the ampitheatre; the event that the meeting felt would be the best was CUBA's 'Jib the Foundry' event for which they truck in a heap of snow and set up halfpipes etc.

AP Matt: Approach CUBA with the idea of having fire in the ampitheatre in conjunction with the 'Jib the Foundry' event.

It was noted that there appeared to be a mailing list for the Little River Fire Festival. It was agreed that we should try and get on this mailing list so we get early notice of the plans for the event. It was also suggested that we could offer to help with the advertising, possibly in exchange for having our logo on any posters.

AP Blair: Get the club on the mailing list for the Little River Fire Festival.

8. New equipment

At the AGM people were asked to suggest new equipment they would like to see the club buy. Most of the items suggested will be left until next year so that we can apply for a UCSA grant to help with the costs. However, it was agreed that we should buy a fire extinguisher soon, especially if we intend to hold fire nights over the summer. Additionally, if we intend to push forward with a unicycle hockey team a set of goals would soon become necessary. It was suggested that the best way to get these would be to buy a street hockey set under the assumption that the goals are of a similar size to what is necessary for unicycle hockey.

AP Jeff: Find out how much a suitable fire extinguisher and street hockey set would cost.

9. General business

Next BBQ

It was pointed out that we have a number of sausages and meat patties remaining from the last BBQ, and that we could hold another one shortly to use these up. It had been thought that we might hold one on Friday the 14th (Show Day), however this proved to be unsuitable for many people. It was agreed to ask around the Wednesday meetings and see if there was sufficient interest to have another BBQ this year, and if so when.

IUF skill levels

The International Unicycling Federation (IUF) have a series of ten unicycling skill levels. At the AGM, it had been suggested that we encourage people to test themselves against these skill levels as a measure of their progress. For a skill level to be formally achieved, the rider must be examined by an IUF-approved examiner. It was agreed that we should find out how examiners are appointed and if there are any locally. It was noted that, even if we can't get them officially approved, people can still see what level they would be.

AP Tim: Find out how examiners for the IUF skill levels are appointed and if there are any either locally or in New Zealand.

The meeting was closed by the chair at 9:15pm.

Action points

1. Blair: Print a list of UCSA and UC security contacts and stick it to the gear box.
2. Blair: Email the club and ask them for any further t-shirt ideas/slogans they have.
3. Matt: Get in touch with Cosmic Corner and get further details about what they could offer us in terms of sponsorship.
4. Matt: Talk to some signwriters and get a list of sizes vs prices for a banner.
5. Blair: Contact William and get the design for the current membership card from him.
6. Andrew: Put together a list of basic skills for poi, staff etc.
7. Blair: Create and distribute an order form for Burrowes jam ASAP.
8. Blair: Investigate the cost and multi-user possibilities of a busking licence.
9. Matt: Approach CUBA with the idea of having fire in the ampitheatre in conjunction with the 'Jib the Foundry' event.
10. Blair: Get the club on the mailing list for the Little River Fire Festival.
11. Jeff: Find out how much a suitable fire extinguisher and street hockey set would cost.
12. Tim: Find out how examiners for the IUF skill levels are appointed and if there are any either locally or in New Zealand.