

University of Warwick Fencing Club
Meeting Minutes
24/09/2020, 20:00-22:00pm

Attendees: John, Ellie, Ben, Lera, Damian, Anne, Charles
Guest: Conor (head coach)

1. **Sports Fair on 29th**

a. Google form

SU advised to have a google form for new members. We have decided to use the form for our prospective member mailing list instead.

b. Doodle Poll

Anne must set up a Doodle poll to see when everyone can make it. Each exec member is responsible for the Fair for one hour.

2. **Session Pre-Booking**

a. Conor

Conor needs to book the session before the sessions get booked out. Otherwise he will not be let in the sports hall.

b. How the booking works

For people to book on to the sessions, they only need to press the button book. That means the booking system is basically just a list.

To access a session a person must have their university ID and the confirmation email of the booking.

3. **Monday session**

There will be 3 members helping Conor, one in each pod. The person will then collect the money from their pod. We will not have to pay for these sessions ourselves
2 groups: John & Lera & Ellie;

Anne & Charles & Ben.

Damian will be full on equipment. John will stick around on campus to help with the equipment afterwards.

Damian can start wiping the masks during the 2nd session.

4. **Saturday session**

Rotate the exec members:

- John & Anne & Ellie
- Charles & Anne & Damian
- Lera & Anne & Ben

5. **During beginners' sessions**

a. Policy for kit

We will be washing the kit ourselves.

If the person is wearing shorts they are not allowed to fence.

People should be already in their sports outfit before they come to the session.

b. Kitting up

In the first few sessions we will do "meet the exec" whilst Damian puts all the equipment needed outside.

c. Payment

No sessions are free anymore; however, they need to become a member only after week 3.

We need to ask people to have exactly £1 for a session or find a way to pay online.

If we need more coins, we will need to make an appointment at a bank to exchange paper money to coins.

*We need to move out the money we have in PayPal as soon as possible.

6. **Sunday Sessions**

- 1 piste for a weapon (pods determined by weapons).
- Together 24 people and a coach.
- Tomy – even weeks starting 18.10; Conor – odd weeks starting 11.10
- Do a google form with people who can make it to the session and what weapon they are doing.
- Tomy's lessons should be booked in advance. John will talk to Tomy.
- Conor Sunday sessions would have 45min footwork, 2h of sparring while Conor is giving lessons outside the bubble.
- Everyone could get a chair 2m distance from the next chair to put their staff on.
- We will need to tape the floor to follow the guidelines. Anne needs to email the facility to ask about their policy when it comes to using them.
- People will have to get to Xcel on their own.
- Charles and Lera are responsible of Track & Trace. (Contact details, at least an email, university ID number, pod number)

- We need to have a wellness form to make the people fill out, otherwise we will need to check their temperature before they enter the hall. Charles is responsible for making/finding a form to use.
- Each pod will have a person who will be responsible of taking the boxes out.