**LUCA AGM – Council Meeting**

**13th September 2023**

**Online meeting**

**Chair: CP (Athletics Chair)**

**Present: CP (Athletics Chair), PR (Treasurer), AS (XC Chair); Club representatives from KCL, UCL, RVC, Essex, QMUL, Bart’s, St George’s, Reading (Members); UEA, Kent (seeking affiliation)**

**1. Welcome & Apologies**

* JF (President) sent his apologies for his absence

**2. 2022/23 season round up – CP**

* Number of participants down from previous years in XC and Outdoors/Open meet
* LUCA structure simplified in 22/23 to facilitate a focus on LUCA’s core offering
  + The Executive Committee is composed of 4 position (President, Treasurer, Athletics Chair and XC Chair)
  + Organising Committees for Athletics and XC operate under the Council, headed by the Athletics and XC Chairs respectively
  + The aim is for OCs to have more student representation
  + After Covid, LUCA encountered difficulties in organising events and tracking finances
  + Number of XC races reduced from 5 to 4, in part because of the loss of Alexandra Palace as a venue and the lack of a suitable alternative
  + Introduction of LUCA Open Meet and Outdoor Championships in place of a series of 3 Outdoor Meets and Championship

**3. Committee election – CP**

* Outline provided of the roles and responsibilities of the 4 Executive Committee members
* A request was made for more individuals to join the XC OC, which currently has 3 members
* The Athletics OC currently has 8 members, but again a request was made for more individuals to join

**4. Financials – PR**

* Some background was provided to the Council on the state of LUCA’s finances prior to the 22/23 season. It was noted that LUCA’s finances were particularly harmed by the Covid-19 pandemic, with, for example, access to the original bank account being lost
* Council members were pointed in the direction of LUCA’s financial statements from previous years as well as the past year
* It was noted that XC generally makes a profit, while athletics generally makes a loss, particularly because of the cost of venues
* An explanation of the financial statements for the 22/23 season was provided
  + LUCA is still afloat because of income from the closure of Motspur
  + Income has fallen because of the need to drop down to 2 outdoor fixtures
  + There were a number of one-off items in the year:
    - Income from the closure of Motspur
    - Investment in OpenTrack for athletics competitions – a significant expense was recognised in 22/23 for setting-up OpenTrack, but this was deemed necessary and justifiable because it would and has reduced significantly the admin burden for the Athletics OC. It was only possible to make this investment because of the closure of Motspur
  + Other items in the financial statements are expected to be the same for this season and in future seasons (insurance, website costs, EA affiliation, GSuite fees, bank fees)
* XC – notable expenses relate to venues (Mitcham Common), first aid, medals and officials
* Athletics events are significantly more expensive to host than XC
  + Venues are a significant cost, particularly Lee Valley for Indoors
  + There is a requirement for qualified officials
  + Outdoors was more expensive than expected because of clashes with other fixtures, meaning that a monetary incentive had to be provided to officials and that a more expensive photo-finish provider had to be used. These costs can be reduced
* Net income for 22/23 was just £730, indicating a need to cut costs and to increase participation and/or increase fees

**5. XC update – AS**

* Key dates for the upcoming season:
  + Parliament Hill – 18th October
  + Wimbledon Common – 15th November
  + Mitcham Common – 24th January
  + Wormwood Scrubs – 21st February
* A request was made for more volunteers to join the XC OC
* Club representatives were reminded of the need for their clubs’ members to register for LUCA IDs as these are used for the calculation of results
* Following feedback from the 22/23 XC season, it was decided at the last Council Meeting that guides would be created for host universities to ensure the correct setting up of courses. These have now been prepared and will be made available on the LUCA website
* A proposal was made to amend the fees structure for XC – PR provided an overview:
  + Current pricing is based on the number of teams a club has in the standings
  + One proposal is to charge £5 per individual, which would have generated an additional £300 in income for the 22/23 season
  + Another proposal is to tier clubs based on the number of individuals entered as is the case with the Met League
  + An alternative proposal could be adopting a similar model to the Surrey League with a flat fee, however it was noted that bigger clubs would be contributing less at the expense of smaller clubs
  + It was requested that club representatives take this away and provide feedback after some thought

**6. Athletics update – CP**

* Indoors is currently schedule to take place at Lee Valley on 25th November
* Entries will be via OpenTrack, thus there is no need for a LUCA ID to compete in athletics
  + Team captains will need to submit entries in bulk into OpenTrack
  + If team captains are new to OpenTrack, they will need to contact CP with their emails so that they can be authorised to make entries
  + Team captains will need to pay for all athletes at once when making entries. LUCA can write to unions to confirm that this is for the competition
* Fees update
  + Fees will be increased for individual events only: 1st event will cost £10 (£12 for guests), subsequent events £8 each (£10) – previously the cost per event was £6 (£8)
  + The reason for tiering that lots of athletes were only entering one event and the additional £2 income per entry would help athletics events breakeven, which is extremely important to the financial sustainability of LICA
  + If clubs are concerned that they won’t be able to afford this, they are encouraged to reach out
* Officials
  + It is crucial that there is a minimum of 10 officials as this is a requirement for results to be put onto Power of 10. As a result of this, LUCA had to provide financial incentives to officials in 22/23 due to clashes with other fixtures. This is not sustainable, but can be avoided
  + It was proposed that LUCA would be willing to pay course fees for members of LUCA clubs interested in becoming officials

**7. LUCA affiliation – CP**

* An outline of what it means to be affiliated was provided: core member of LUCA, entitled to 2 votes on motions, discounted rates to athletics events, ability to compete for LUCA competitions
* Motion to grant affiliation to Kent and UEA
  + Discussion was had on the benefits of granting affiliation to Kent and UEA:
    - Widening influence of LUCA
    - Widening participation and competition at events
    - More income for LUCA via entries
    - More guest entries by word of mouth
  + Potential cons were also noted, in particular a higher admin burden for the Athletics OC for the organisation of Indoors, the Open Meet and Outdoors and possibly higher costs arising from the need to hire venues for longer
  + There were no objections to granting affiliation to Kent and UEA – motion passed

**8. Alumni update**

* Motspur officially closed due to insufficient interest from alumni
* As a result, there is no current alumni offering
* A survey has been sent out to some alumni. Results so far indicate an interest in being able to compete at LUCA events and in social events
* LUCA aims to improve alumni offering in future

**9. Committee nominations**

* No formal Executive Committee elections this year
* A position for an understudy to the Treasurer has been created and a volunteer was found

**10.** **AOB**

* KCL representative requested confirmation of the date of Indoors
  + CP replied that the provisional date is 25/11, but that if 2/2 is available, then that will be the preferred date
  + South East Athletics Association has booked Lee Valley for 2/2, so this is currently not possible
* UEA and Kent welcomed to LUCA