

This is probably not compliant with GDPR but having access to the email account means you can see the addresses anyway, so only people with access to the email should view this document

# Toastrack Society: A guide

## Committee

President - Kelly the Skeleton

Toastrack Manager - effectively pres, we just use the name for legal documents etc we didn't appoint anyone

Technical Manager - in charge of what goes on in the garage

Social Manager - in charge of talking to people, organising events, getting donations

Secretary - taking notes at meetings and organising meetings

Web sec - in charge of facebook page, website, wiki

## Email

Username - [toastrac@soton.ac.uk](mailto:toastrac@soton.ac.uk)

Password - ask the old committee

Just use the normal outlook that you use for your student account to log in to this one, try and check it regularly as people tend to email with interesting stories or help, also do business in this account as it means all years can track what has happened

## Wiki

Started to try and consolidate all the information including the toastrack manual

## Keys

Will be handed to engineering department probably (will email Ana and update), make sure only trusted committee members have these as it is really annoying to not be able to get into the garage when the people are away

## Important Contacts

Dr Ana Barney is our representative in the engineering department who is fairly high up in the uni so can get you a lot of stuff and is great to ask for help, she has been with Toastrack for longer than us

Email: [ab3@soton.ac.uk](mailto:ab3@soton.ac.uk)

Gus is a mechanical lab technician who is always game for helping toastrack and has done a lot of part refurb for us

Hes posted a bit in the facebook group or you can go see him in the engineering labs

Jeremy Ball he owns the sister bus CC8670, old toastracketeer, defo keep in contact and have him visit, is going to look at getting some documentation from the Surrey depot and will probably pass it on

[altonbusrally](#) we try and attend this, very nice drive and a fun rally to attend, they always give toastrack some leeway too!

[jim.rickettsltd](#) Llandudno transport festival, where the toastrack was operational! Never gonna be able to attend this but always a good chat

[Copythornerally](#) another fun even more local rally that likes toastrack

Tony Willcox 69 club (graduated from soton in 69), they have given lots of donations so when she runs we let them have a ride, really cool group of people fun stories

DEREK GOODCHILD 68 club, same deal as 69 club, we take her to their annual dinner in Chilworth

## Facebook

The page - generally on here post events and photos of events, is the public facing page and people message it all the time so keep checking the messages

People will request to hire the bus - the insurance does not allow non university members to ride her (the 68 and 69 club we just kinda assume and recommend they get alumni membership otherwise there is no insurance)

The group - post when you are going to the garage here, non committee members are in this group and this is what we ask people to join at bunfight

## Bunfight and SUES

SUES (engineering society) should be giving toastrack £450 each year to maintain the bus but sometimes we have to chase this, Ana has been a huge help with this

SUES also let us have a section of their stall but last year we just drove the bus to susu and asked people there. We didnt really get permission to do this so we parked outside the annex instead of on the redbrick

## The to-do list to get her up and running

Saunders to rebore engine and refit crankshaft with new big ends