

CSS Committee Meeting - Agenda

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| Location: | Frankland 2124&2120 |
| Date: | Monday 9th October 2023 |
| Time: | 16:00 BST |

- 1 Apologies AW
- 2 Adoption of Previous Minutes All
- 3 Matters Arising All
 - **New Voting Bot Thing Status Update (*standing item*)**
 - (Deadline about 1 month)
 - No update, deadline still standing
 - **Minecraft Modpack**
 - **ACTION MN: Test the Discord bridge plugin still works.**
 - Action carried forwards
 - **ACTION REASSIGNED TO HP**
 - **Sponsorship Doc on Website**
 - **ACTION HP, AP and CW: work on sponsorship page for website**
 - Hoping to be complete in a month
 - **ACTION AP: Do redirects**
 - Action Completed
 - **ACTION HP + CW: Do actual page**
 - **Hackathons**
 - Response sheet now closed
 - Waiting for places to be confirmed before starting fund allocations
 - **Strike bot**
 - **ACTION MN: Automated tracking for Strike Bot**
 - Action Completed
 - **ACTION MN: Tweak some bugs**
 - Should be done by week's end
 - **CSS International Outreach**
 - **ACTION VA + SB: Figure out WeChat**
 - Action Carried Forwards
 - **Whatsapp:**
 - One more group has been added to our community
 - **More publicity for buying membership**
 - **ACTION AP: Post this week**

- Action Completed by EG
 - **CSS UoB Webpage**
 - No updates
 - **TeX Sticker Booklet**
 - **ACTION AP: Make epic booklet - TeX stickers**
 - Action Carried Forwards
 - **Links website and instagram**
 - **ACTION MN: Sort out link in bio instagram thing**
 - **UPDATED ACTION: Remove outdated links and add new ones**
 - **ACTION CW: Reviewing it**
 - **Meeting with SEOs**
 - **ACTION MN: Speak to AW about seo meeting**
 - Action Completed
 - **ACTION MW: Send follow up to ask for a time suggestion**
 - **When are meetings**
 - 4-6pm Mondays, best attendance had
 - **ACTION MG: Contact SW about this**
 - Action Completed
 - Will have another poll after EGM
- 4 Past Events (*standing item*) All
- **CS Open Day 7th October**
- 5 Future Events (*standing item*) All
- **Missing Semester (*standing item*)**
 - First week went well
 - More publicity for this week shall go out literally right now
 - **Intro message competition LATER**
 - **ACTION MN: Make @ announcement this week for it and form for submissions**
 - Action Completed
 - Ready to go out Tuesday 10am for a week straight (10th - 17th)
 - Going to be a channel for members-only submissions, but everyone can vote with reactions
 - **Cream Tea collab**
 - Date: 13th October, 1-4pm, 12pm set up
 - Venue: Deb Hall
 - **Committee Attendees:** CW, VA, CS, MG
 - Supplies: Get disposable cups or Bring your own mug
 - **ACTION MN: Napkins and cups order on amazon for friday**
 - **ACTION MW: Talk to peopleTM at Guild about where they get their cups from**
 - HP doing a walking train at 1pm from SoCS and someone will be standing by Mermaid Fountain

- **ACTION EAW: Do one day publicity**
- **ACTION VA: Post on whatsapp**
- **ACTION MH: Talk to TeaSoc about stuff and message SEOs about this**
 - Action Completed
- **ACTION AP: Publicity, one week**
 - Action Completed
- **Indie Lounge Karaoke**
 - Date: 19th October, 7-11pm
 - **ACTION CS: Do publicity**
 - Action (almost) Completed
 - Good to edit and go once confirmed date and time
 - **ACTION MH: Book indie lounge**
 - Waiting on Indie Lounge response
 - **ACTION MN: Go to Indie Lounge and speak to them about this**
- **BofA CV Workshop**
 - Date: 25th October 1-2pm
 - Venue: Old Engineering Building (Y3) Room G34
 - **ACTION HP: Speaker forms**
 - Action Completed
 - **ACTION HP: Do publicity for on 11th October**
 - Started
 - Discord, LinkedIn, Insta
 - **ACTION VA: Book Y3 Room**
 - Action Completed
- **Halloween Quiz**
 - Date: 27th October Friday 6pm start, quiz start at 7pm
 - Drinks (incl. alcohol), Pizza, Blahaj prizes
 - Venue: Atrium/Sloman
 - **ACTION MH: Contact Tom soon**
 - Will email soon
 - Contact Matt Leeke also re: alcohol and space
 - **ACTION MG: Write quiz**
 - Got concepts and ideas
 - **ACTION AP: Publicity for 13th October posting**
 - Action Carried Forwards
 - On track
- **EGM**
 - Date: Wednesday 2-4pm 1st November
 - Venue: Murray UG07
 - **ACTION MH: Book murray for EGM**
 - Action Completed
 - **ACTION AP: Draft publicity for 18th October posting**
 - On track

- Action Carried Forwards
- **TTD Talk**
 - Date: 2nd November
 - Topic: Panel talk on women and diversity
 - Venue: Sloman
 - **ACTION HP: External speaker request by 12th**
 - **ACTION HP: Book Sloman for TTD talk**
- **BNY Event - Early november**
 - Date: Nov 7th, midday
 - Venue: Sloman
 - **ACTION HP: Do external speaker form by 16th October**
 - Need to confirm the speakers first
 - **ACTION HP: Do publicity for on 24th October**
 - Awaiting details
- **Film night**
 - Film choices: MG's interweb suggestions
 - Source Code
 - Hidden Figures
 - Hackers
 - WarGames
 - The Social Network
 - Date: 9th November, 7.30pm
 - Popcorn
 - Venue: Aston Webb main lecture theatre
 - **ACTION MG: Book Aston Webb Main Lecture Theatre**
 - Attempts are being made
 - **ACTION MG: Check which direction the sun sets**
 - Action Completed
 - **ACTION MG: Accessibility checklist**
 - Action Carried Forwards
 - **ACTION MG: Risk assessment**
 - **ACTION MG: Check popcorn flavours and shit**
 - Action Completed
 - **ACTION MG: Buy more flavours of popcorn**
 - **ACTION MG: Do External Speaker Forms**
 - Awaiting room booking
 - **ACTION MG: Do the publicity for this on 26th October, add voting announcement to this**
 - Action Carried Forwards
 - **ACTION MG: One week announcement 2nd Nov**
- **Roller Skating/Ice skating**
 - Date: 16th November, evening
 - Venue: Rollerjam, Digbeth
 - £3.50 skate hire
 - **ACTION MH+SB: Sort out**

- Action Carried Forwards
- **Pub crawl**
 - **ACTION EG: Decide on the pubs, 4-6 pubs**
 - Date: 24th November, 7pm start
 - Venue: Harborne Mile
 - **ACTION MH: Sort eventbrite for pub crawl tickets by 10th November**
 - Action Carried Forwards
 - **ACTION MH: Do Accessibility Checklist (after test run)**
 - **ACTION EG: Create poll for committee testing**
 - Action Completed
- **Debate soc collab**
 - **ACTION SB: poke debate soc abt collab**
 - Action Completed
- **Mapathon 2023**
 - Date: December 4th, 7pm
 - Venue: Sloman
 - MN running this
- **Christmas Meal**
 - Date: Dec 7th, 6pm
 - Venue: Country Girl
 - **ACTION EG: Contact Country Girl about booking the place, pay by invoice - get a quote**
 - **ACTION HP: Talk to Holidays Please, or scout out people at the Careers Fair**

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Sponsor/Industry Update (*standing item*)

HP

- **GoldmanSachs**
- **CapGemini**
- **BNY Mellon**
- **Stemettes**
 - **ACTION HP: Thank Stemettes for round table**
 - Action Carried Forwards
- **Stonegate**
 - **ACTION HP: Check stonegate pubs**
 - Action completed
- **Bank of America**
 - **ACTION HP: Send over free times for CV workshop**
 - Action completed
- **Kainos**
- **TechMids**
- **UoB Junior Solutions**
- **Trade desk**
- **Careers Fair Rishi**
 - **ACTION HP: Write non @ announcement for careers fair This Week**

■ Action Completed

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Finance Report (*standing item*)

MW

- **Most recent statement balance**
- **Pending incomings and outgoings**
- **Actual Working Balance**
- **ACTION MN: ping todd about repayment**
 - Action Completed
- **ACTION MN: Buy and expense ear plugs, gloves, napkins & cups**
 - **UPDATED ACTION MW: talk to guild about suppliers**
- **ACTION MN: Pay Hetzner**
- **ACTION VA: Redesign banner with the link changes**
 - Action In Progress
 - Ready by Thursday
 - **ACTION MH: Buy 2 banners once design is done**
- **ACTION MW: Write Hetzner emergency grant for old expenses**
 - Action Carried Forwards
- **Grants**
 - **T-shirts: £20 by September**
 - **Hackathons: £100 by December**
 - **Raspberry Pis: £300 by October**
 - **ACTION MW: Order needs to be done**
 - **PG Pizza**
- **New TeX**
 - **ACTION MN: Buy new TeX**
 - Action In Progress
- **PwC**
 - **ACTION: SW to ask PwC about process for getting them to give us money, approx £250**
 - Action Carried Forwards
 - **ACTION MG: Talk to SW about this action**
- **Keychains**
 - **ACTION MW: pay in the money to the Guild and sort out the donation**
 - Action Completed
 - **ACTION MW: Send money to Mind**
- **Ducks**
 - There have been more purchases
 - Raw data sheet needs updating
- **Hoodies**
 - Selling january
 - Still deciding on zipped or unzipped

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EDI Report (*standing item*)

SW

- **Being on top of cultural and religious festivals**
 - **ACTION EG: Find guild list and talk to SoCS about their list**

- **ACTION EG: Talk to SW in channel**
 - **IDs**
 - Make sure we know what IDs are accepted at the door for pub nights
- 10** **Committee Suggestions (*standing item*)** All
- **Fosdem v3**
 - **ACTION MH: Respond**
 - Action Completed
 - **ACTION VA: Make announcement about it happening**
 - **Dedicated TeX wearer on committee**
 - **ACTION MH: Respond**
 - Action Completed
 - **Go to Raspberry Pi Factory**
 - Definitely a thing we can look into doing in semester 2
 - **ACTION VA: Respond**
 - **Tex not associated with alcohol**
 - Using Pterobyte instead
- 11** **AOB (*standing item*)** All
- **ACTION MN: Change makemember bot to save member IDs**
 - **Annual risk assessment**
 - Written and submitted
 - Send discord RA when Jodie asks for it
 - **Readability of Minutes**
 - Try not to completely clutter the minutes with jokes
 - **Responding to Instagram Messages**
 - EG will do better at responding
 - **Wanna Do A PhD?**
 - Added to Semester 2 ideas
 - **ACTION MH: Make a channel for this**
- 12** **Date of Next Meeting** AW
- **Monday 16th October at 4pm**