

CSS Committee Meeting - Agenda

Location:	LG23
Date:	Monday 30th October 2023
Time:	16:00 BST

- 1 Apologies received from AW
- 2 Adoption of Previous Minutes All
- 3 Matters Arising All
 - **New Voting Bot Thing Status Update (*standing item*)**
 - (Deadline about 1 month)
 - **ACTION MN: Setup the voting website Docker image and domain**
 - Action Completed
 - **Minecraft Modpack**
 - **ACTION HP: Test the Discord bridge plugin still works.**
 - Action Carried Forwards
 - **Sponsorship Doc on Website**
 - **ACTION HP, AP and CW: work on sponsorship page for website.**
 - **ACTION HP + CW: Do actual page.**
 - Action Carried Forwards - early stage
 - **Hackathon Grants**
 - **ACTION MG: Email grant applicants asking for their accept/reject/waitlist status**
 - Action Completed
 - **ACTION MG: Send email saying 'send a pic of train ticket/receipt' in order to get grant**
 - **ACTION MN: Give grant money to committee members**
 - **Strike bot**
 - **ACTION MW + HP: Review this**
 - HP Action Completed, awaiting MW
 - **ACTION MN: Add helper features later (manually decrease and check current number)**
 - Action Carried Forwards
 - **CSS International Outreach**
 - **ACTION VA + SB: Figure out WeChat.**
 - Action Carried Forwards
 - **CSS UoB Webpage Update**

- **ACTION MH: Nag Jen again!**
 - Action Carried Forwards
- **TeX Sticker Booklet**
 - **ACTION MH: Make epic booklet - TeX stickers.**
 - In Progress, see latest draft
- **Fosdem v3**
 - **ACTION VA: Make an announcement about it happening.**
 - Go out on Sunday
- **Bot storing links to UoB IDs**
 - **ACTION MW: Committee poll to be created to decide the best way forwards with this**
 - Action Completed
 - **ACTION MN: Close issue as action cancelled**
 - **ACTION MN: Update moderation document to say that ids will not be sent to the guild (only names will)**
- **Drive sharing clean up (for real this time).**
 - **ACTION CW, MG and MH: Will try to do this**
- **Maths+CS role/channel**
 - **ACTION MH: Add to description**
 - Action Completed
 - **ACTION MW: Add role (we had a poll)**
 - Action Completed
 - **ACTION MH: Respond**
 - Action Completed
- **Add the codegrind bot?**
 - **ACTION AP: Respond**
 - Action Completed

- 4 Past Events (*standing item*) All
- **Intro message competition**
 - **ACTION AW: Organise below meeting**
 - Action Completed
 - **ACTION MN + AW + MH: Find the most reacted intros plus some more, intro to bot and announce results**
 - Action Completed
 - **BofA CV Workshop**
 - **ACTION MH + SB: Help with bottles**
 - Action Completed
 - **Halloween Quiz**
 - **ACTION MN: buy prizes**
 - Action Completed

- 5 Future Events (*standing item*) All
- **Missing Semester (*standing item*)**
 - **EGM**
 - **ACTION AP: Draft publicity for 18th October posting.**

- Action Completed
 - ACTION MG: Someone buy sweets
 - ACTION AP: Post one day publicity
- TTD Talk
 - ACTION HP: Do publicity on 19th - went out later
 - Action Completed
 - ACTION HP: Do same day pub
- BNY Event - Early november
 - ACTION HP: Do external speaker form by 24th October.
 - Action Completed
 - ACTION HP: Do publicity for on 31st October.
 - In Progress
- Film night
 - ACTION MG: Accessibility checklist
 - ACTION MG: Get more Popcorn flavours
 - ACTION MG: Do the publicity for this on 26th October, add voting announcement to this.
 - Action Completed
 - ACTION MG: One week announcement 2nd Nov
 - Waiting on results of voting
- Roller Skating/Ice skating
 - ACTION MH: Risk assessment
 - ACTION MH+SB: Sort out
 - Publicity has been started
 - Announcement Friday ACTION MH
- Pub crawl
 - ACTION EVERYONE: Find stewards
 - ACTION MH: Plot route
 - Action Completed
 - ACTION MH: Do RA notification form
 - Action Completed
 - ACTION MH: Email guild to add Green Man to pub crawl
 - ACTION VA: Design t-shirt
 - ACTION MW: Do Merch Request form
 - Ticket request form done not sent off
 - ACTION MH: Do publicity (before 2 weeks cause tshirts) Put a note on publicity saying that we've tried to confirm that PASS cards are accepted in places, but beware
 - Ongoing
- Visit Christmas Market
 - NOT GOING - REMOVE POINT
- Mapathon 2023
 - ACTION MN: Contact Humanitarian OpenStreetMap Team that we will use so that they are aware

- Waiting on response
 - **ACTION MN: Contact Tom about Sloman lounge use**
 - Action carried forwards
- **Christmas Meal**
 - **ACTION EAW: 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.**
 - Action Cancelled
- **Wanna Do A PhD?**
 - Deferred to next semester
- **Debate soc collab**
 - Deferred to next semester

6 Sponsor/Industry Update (*standing item*)

HP

- **CapGemini**
- **BNY Mellon**
- **Stemettes**
- **Stonegate**
- **Bank of America**
- **Kainos**
- **CodeYourFuture**
- **Trade desk**
- **ARM**

7 Finance Report (*standing item*)

MW

- **Most recent statement balance: £3,958.34**
- **SoCS budget usage**
- **Pending income**
- **Pending outgoings**
- **Actual Working Balance: £6,658.34**
- **ACTION MW: Chase GUILD for TTD and Kainos invoices**
- **ACTION MN: Buy and expense ear plugs, gloves, napkins & cups.**
 - **UPDATED: MW talk to guild about suppliers.**
 - Action Carried Forwards
- **ACTION VA: Finalise new banner design with the link changes.**
 - Carried Forwards
 - **ACTION MH: Buy 2 banners once design is done.**
 - Carried forwards
- **ACTION MW: Write Hetzner emergency grant for old expenses.**
 - Carried Forwards
- **ACTION MW: Buy a new TeX stamp**
 - Carried forwards
- **Grants**
 - **Hackathons: £100 by December.**
 - See hackathons point

- **Raspberry Pis: £300 by the end of October.**
 - **ACTION MW: Needs to be done.**
 - Gonna have to be separate orders
- **PG Pizza**
 - **ACTION MW: Await cash money**
 - Awaiting still
- **New TeX**
 - **ACTION MN: Buy new TeX.**
 - **ACTION MN: Ask about bank transfer and ask to submit order**
- **PwC**
 - **ACTION: SW to ask PwC about the process for getting them to give us money, approx £250.**
 - Action carried forwards
- **Keychains**
 - **ACTION MW: Send the money**
 - Action Completed
- **Ducks**
 - **ACTION MW: Send an email to get the sales limit reduced by one to account for the Halloween quiz prize**
 - Action Completed
- **Hoodies**
 - **ACTION MW: Get a quote**
 - Action Completed

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| 8 | EDI Report (<i>standing item</i>) <ul style="list-style-type: none"> ● Being on top of cultural and religious festivals. <ul style="list-style-type: none"> ○ ACTION EG: Find guild list and talk to SoCS about their list. <ul style="list-style-type: none"> ■ Action Carried Forwards ● ACTION SW: Write Diwali announcement <ul style="list-style-type: none"> ○ Action Carried Forwards ○ reassigned to SB | SW |
| 9 | Sumeet's Super Special Sporting Segment <ul style="list-style-type: none"> ● Badminton ● Different Football event ● ACTION SB: Look into risk assessment, booking courts and equipment etc. | SB |
| 10 | Committee Suggestions (<i>standing item</i>) <ul style="list-style-type: none"> ● Change name of masters channel(s) <ul style="list-style-type: none"> ○ ACTION CW: Do this and respond ● Minecraft server <ul style="list-style-type: none"> ○ ACTION HP: Respond and implement (+ make an announcement for it) | All |

- Do summary announcements rather than day-of
 - And a ‘This is what we’re doing for the rest of the semester’ announcement
 - ACTION MN: Do this

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AOB (*standing item*)

All

- Please don’t pin unuseful messages, even if they are funny
 - ACTION MN: Unpin and move ‘funny’ pins
- Student Culture Fund
- Staff in the Discord
- Removing leaving committee from drive
 - ACTION EG: Remove outgoing committee from drive after EGM
 - ACTION MN: Transfer over docs to CSS account
 - ACTION AW: Transfer over docs to CSS account
 - ACTION MN: Remove own SSH key
- Birmingham Mind fun run?
 - ACTION HP: Plug this on 19th Nov
- SoCS and Hackathons
 - MW will talk to ML and at some point AP will email
 - Decision to be part of CSS short term
 - ACTION MW: Chat to guild about doing it at guild

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Date of Next Meeting

AW

- Next Meeting:
- Start: 16:10
- End: 17:52
- Duration: 1hr42mins