

CSS Committee Meeting - Agenda

Location:	222+Discord
Date:	Monday 6th November 2023
Time:	16:00 BST

- 1 Apologies received from MN
- 2 Adoption of Previous Minutes All
- 3 Matters Arising All
 - **New Voting Bot Thing Status Update**
 - **ACTION: AP work through github issues**
 - **Christmas Minecraft Server**
 - **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
 - **Hackathon Grants**
 - **ACTION MG: Send email saying 'send a pic of train ticket/receipt' in order to get grant**
 - Action Completed
 - **ACTION MG: Check off committee members from spreadsheet**
 - **ACTION MN: Give grant money to committee members**
 - Action completed
 - **Strike bot**
 - **ACTION MW: Review this**
 - Action Completed
 - **ACTION AP: Communicate with MN about adding 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 Completed
- **TeX Sticker Booklet**
 - **ACTION MH: Make epic booklet - TeX stickers.**
 - Action Carried Forwards
- **Fosdem v3**
 - **ACTION VA: Make an announcement about it happening.**
 - Action Carried Forwards
- **Bot storing links to UoB IDs**
 - **ACTION MN: Close issue as action cancelled**
 - Action Completed
 - **ACTION MN: Update moderation document to say that ids will not be sent to the guild (only names will)**
 - Action Completed
- **Drive sharing clean up (for real this time).**
 - **ACTION CW, MG and MH: Will try to do this**
 - **ACTION CW, MG and MH: Select one person to E-Mail about Google Drive for this week**
- **Change name of masters channel(s)**
 - **ACTION CW: Do this and respond**
 - Action Completed
- **Minecraft server**
 - **ACTION HP: Respond and implement (+ make an announcement for it)**
 - Action Completed
- **Do summary announcements rather than day-of**
 - **ACTION MN: Do the mid semester announcement**
 - Action Completed
 - **ACTION MH: Move announced events over to public calendar & update Discord events**
- **Please don't pin unuseful messages, even if they are funny**
 - **ACTION MN: Unpin and move 'funny' pins**
 - Action Completed
- **Removing leaving committee from drive**
 - **ACTION EG: Remove outgoing committee from drive after EGM**
 - Action Carried Forwards
 - **ACTION MN: Transfer over docs to CSS account**
 - Action Completed
 - **ACTION AW: Transfer over docs to CSS account**
 - Action Carried Forwards
 - **ACTION MN: Remove own SSH key**
 - Action Completed
 - **ACTION AP: Remove CS & MN Discord roles and drive access (but keep Matt in handover and TeX logs)**
- **Birmingham Mind fun run**

- **ACTION HP: Plug this on 19th Nov**
 - Action Carried Forwards
- **SoCS and Hackathons**
 - **MW will talk to ML and at some point AP will email**
 - **Decision to be part of CSS short term**

4 Past Events (*standing item*)

All

- **EGM**
 - **ACTION AP: Nag RJ to add to the website and remove MN, CS & AW from the website**
 - **ACTION MH: Change website role to president**
 - **ACTION AP: Draft publicity for 18th October posting.**
 - Action Completed
 - **ACTION MG: Buy sweets**
 - Action Completed
 - **ACTION AP: Post one day publicity**
 - Action Completed
 - **ACTION CS, RJ, AW, MH: Do handover meetings for First Year Rep and President handover**
 - **ACTION AW: Transfer server ownership to MH**
- **TTD Talk**
 - **ACTION HP: Send out follow up post 7/11/2023 morning**
 - **ACTION HP: Do same day pub**
 - Action Completed

5 Future Events (*standing item*)

All

- **Missing Semester (*standing item*)**
- **BNY Event - Early november**
 - **ACTION HP: Do publicity for on 31st October.**
 - Action Completed
 - **ACTION HP: Send reminder E-Mail on 7th November**
- **Film night**
 - **ACTION MG: Accessibility checklist.**
 - Action Completed
 - **ACTION MG: Get more Popcorn flavours.**
 - Action Completed
 - **ACTION MG: One week announcement 2nd Nov**
 - Action Completed
 - **ACTION MG: Make 1 day announcement**
 - **ACTION MG: Send in sweet+popcorn SGF**
 - **ACTION ALL: Help making popcorn/bring carrier bags so we can transport popcorn to medschool**
- **Roller Skating**
 - **ACTION MH: Risk assessment**
 - Action Completed

- **ACTION MH+SB: Sort out.**
 - Action Completed
- **ACTION MH: Post announcement**
 - Action Completed
- **Pub crawl**
 - **ACTION EVERYONE: Find stewards**
 - **ACTION MG: Ask OT if he wants to steward**
 - **ACTION MH: Email guild to add Green Man to pub crawl**
 - Action Completed
 - **ACTION VA: Design t-shirt**
 - Action Completed
 - **ACTION MW: Do Merch/Ticket Request form**
 - Action Completed
 - **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
 - Go out today
 - **Tickets needed urgently - someone should chase Ophelia very very politely pls <3**
 - **ACTION: MW to do PO for max amount so SPEED**
- **Mapathon 2023**
 - **ACTION MN: Contact Humanitarian OpenStreetMap Team that we will use so that they are aware**
 - Action Completed
 - **ACTION MN: Contact Tom about Sloman lounge use**
 - **ACTION REASSIGNED TO MH**
 - **ACTION AP: Make external channel for MN**
- **Christmas Meal**
 - **ACTION EAW: Contact Country Girl about booking the place, pay by invoice - get a quote.**
 - **ACTION EAW: Check if booking fee is refundable. If not, ask Todd to pay for it from SoCS budget**
 - **ACTION EAW: Do ticket request form**
 - **ACTION EAW: Do publicity**
 - **ACTION EAW: Complete risk assessment (Consult last years)**
- **Cosplay Cafe**
- **Wanna Do A PhD?**
- **Debate soc collab**

6 Sponsor/Industry Update (*standing item*)

- **CapGemini**
- **BNY Mellon**
- **Stemettes**
- **Stonegate**

- Bank of America
- Kainos
- CodeYourFuture
- Trade desk
- ARM

- **Most recent statement balance: £6,415.08**
- **Pending income**
- **Pending outgoings**
- **Actual Working Balance: £6,453.59**
- **SoCS budget usage**
 - Not doing a full report on this just read the spreadsheet xxx
- **ACTION MW: Chase GUILD for TTD and Kainos invoices**
 - Sorted boss
- **ACTION MN: Buy and expense ear plugs, gloves, napkins & cups.**
 - **UPDATED: MW talk to guild about suppliers.**
 - Action Cancelled
 - **ACTION REASSIGNED: CW**
- **ACTION VA: Finalise new banner design with the link changes.**
 - Action Completed
 - **ACTION MH: Buy 2 banners once design is done.**
 - Action Carried Forwards
- **ACTION MW: Write Hetzner emergency grant for old expenses.**
 - Action Carried Forwards
- **ACTION MW: Buy a new TeX stamp**
 - Action Carried Forwards
- **Grants**
 - **Hackathons: £100 by December**
 - **Raspberry Pis: £300 by the end of October**
 - **ACTION MW: Needs to be done.**
 - Action Completed
 - **PG Pizza**
 - **ACTION MW: Await cash money**
 - async still awaiting
- **Student Culture Fund**
 - Awaiting outcome
- **New TeX**
 - **ACTION MN: Buy new TeX**
 - **ACTION MN: Ask about bank transfer and ask to submit order**
 - Action Completed
 - **ACTION REASSIGNED: VA: Find new supplier (Can be plastic or cardboard)**
- **PwC**
 - **ACTION: SW to ask PwC about the process for getting them to give us money, approx £25**
 - **ACTION MW: Tell GUILD it might not be ours**
 - **ACTION SW: Ask PWC if it is our money or not**
- **Ducks**
 - **ACTION MW: Sort bundle out for £2 over hoodie cost**

- Hoodies
- 8 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 Carried Forwards
 - **ACTION SB: Write Diwali announcement**
- 9 Sumeet's Super Special Sporting Segment SB
- **Weekly/Biweekly Sporting**
 - **ACTION SB: Look into risk assessment, booking courts and equipment etc.**
 - Action Completed
 - **ACTION SB: Book Badminton for the week of the 27th November (Not Wednesday)**
 - **I want a channel :)**
 - **ACTION SB: Get channel back from archive**
- 10 CSS does a Hackathon AP
- **ACTION MW: Chat to guild about doing it at guild**
 - Action Carried Forwards
- 11 Committee Suggestions (*standing item*) All
- **CSS Catmaid cafe**
 - **ACTION CW: Respond saying we like the idea. We are making it into something doable**
 - **Rudy's for PGRs**
 - **ACTION MH: Respond**
 - **Css go to snowdome?**
 - **ACTION MH: Tell them to fuckoff to BrumSki**
 - **Weekly bar crawlz**
 - **ACTION MH: Tell them no**
 - **CSS guillotine**
 - **ACTION CW: Search for guillotine or buy a new one**
- 12 AoB (*standing item*)
- **Concern**
 - **ACTION MG: Write E-Mail**
 - **ACTION MW: Work something out with the guild**
 - CSS Outreach
 - **ACTION MH: Write plug if we aren't getting paid**
 - We need a proper privacy policy
 - **ACTION AP: Write Privacy Policy**
 - Bitwarden instead of Google Passwords
 - We did a vote, Chrome won 8 votes versus 3

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Date of Next Meeting

AW

- **Next Meeting: 13/11/2023**
- **Start: 16.06**
- **End: 18:04**
- **Duration: 1hr 58m**