CSS Committee Meeting - Minutes

Location:	**Discord**
Date:	**Tuesday 9th July 2024**
Time:	**19:30 BST**
Attendees:	**Holly Packer (HP) (Chairing), Matty Widdop (MW), Leonardo Bishop (LB), Marcus Gustafsson (MG) (Minuting), Adi Agarwal (AA), Shay Patel (SP)**

1　　Apologies received from　　　　　　　　　　　　　　　　　　　HP
- Ella Gardner
- Sumeet Brar
- Sai
- Trinity Barson
- Lee Alabaster
- Rohit Jose

2　　Adoption of Previous Minutes　　　　　　　　　　　　　　　　LA
- Unanimous adoption of previous minutes

3　　Matters Arising　　　　　　　　　　　　　　　　　　　　　All
- **Handover**
  - Handover has been handed over
  - **ACTION cmt-elect: Make profile for website**
    - Action Complete
  - New handover command on TeX
    - TeX needs a higher role than cmt to remove role
    - Will temporarily give tex admin for now
  - **Action HP: Change Passwords**
    - **Action carried forwards**
  - **Action HP: Sort out Github**
    - **Action complete**

4　　Past Events (*standing item*)　　　　　　　　　　　　　　　All
- **Summer Quiz**
  - HP: Went pretty well. Should have mentioned google
  - Sumeet has riches
  - **ACTION MW: Archive channel**

5　　Future Events (*standing item)*　　　　　　　　　　　　　　All
- **Freshers Week**

- **BGN**
  - MG + MW
  - Work started on RA and catering form
  - **ACTION MW: Respond to HPs comments**
- **Scavenger Hunt**
  - SB + MW
  - Forms done
  - **ACTION HP: Check forms**
- **Ming Moon**
  - RJ + AA + HP
  - **Notes:**
    - They are not very organised
    - Be prepared for a phone call
    - Look at other potential places maybe
      - Needs a buffet
    - Some research was done in 2022 so have a look at the archives
    - Around £20
  - RJ has contacted some venues
  - **ACTION HP: Follow up on RJ**
- **CS Societies night**
  - RJ + AA
  - Invite Algosoc if they are approved
- **1st year mixer**
  - SP + S
  - No updates
- **Postgrad mixer**
  - EG + HP
  - No updates
- **Final year mixer**
  - TB + MW
  - Risk assessment made
  - HP suggests hosting in welcome week or after a lecture
- **Pub Night**
  - LA + LB
  - **Notes:**
    - Potentially at the soak
    - Used to be pear but bad accessibility
  - No updates
- **Committee Introduction**
  - LB will handle this
  - Everyone will need to write something for this
  - Website bios can also work
  - **ACTION LB: Make threads or find alternative**

arrangement
- **Hackathon**
  - Waiting on response from Aston
  - LB suggests we should talk to the school sooner rather than later
  - MW reports that finding an overnight venue may be difficult
  - MW reports that Edgbaston Park Hotel has big and nice conference rooms
  - **ACTION HP: Talk to Hackathons UK**
  - **ACTION SP: Talk to Todd**
- **CSS does Taskmaster**
  - HP suggests provisionally October
  - **ACTION EVERYONE: Note down weird tasks that may or may not be CS adjacent**

6   Sponsor/Industry Update *(standing item)*   MG
- **BNY Mellon**
  - There is an update
  - MG: Speaking to our contact next Thursday/Friday
  - That is the update
- **Stonegate**
  - No update
- **Bank of America**
  - Not heard from our contact
  - HP: Contacted for mailshot
- **Kainos**
  - Kainos is attached to the mailshot
  - **ACTION MG: Send the mailshot to Kainos after it is released**
  - **ACTION MG: Also ask for responsor**
  - MW: don't let them undersell
- **Trade Desk**
  - No update
- **Next year sponsors**
  - **Redacted**
- **T-shirt sponsor deadline**
  - Let potential sponsors know
  - **ACTION MG: prepare email for this**
- **Sponsorship Document**
  - **ACTION MG: prepare for new academic year**

7   Finance Report *(standing item)*   MW
- **Most recent statement balance: £2,072.80**
- **Actual Working Balance: £1,686.48**
- **Pending incomings**
  - BBQ Scam costs

- **Pending outgoings**
  - Mind Donation
- **Action RJ: Write email to Mind about donation**
  - Just ask if they can pretty please send a letter to approve it
  - Last years is in webmail
- **ACTION MW: Write Hetzner + TeX grant for old expenses**
- **ACTION MW: Write emergency grant for Not-a-bbq**
- **ACTION MW: Do expense forms to send the money to Mind**

8   EDI Report (*standing item*)   TB
- N/A

9   Committee Suggestions (*standing item*)   LA
- **CSS eggs Mattys car** 🥚
  - plox no
  - MW is replying as I type

10   AoB (*standing item*)   All
- Annual RA
  - **ACTION MW: Do the thing (RA)**
- Graduation day
  - LB and EG will be there
  - SoCS want a CS students photo on the Green Heart
  - HP asks if we want a non-ping announcement
  - MW agrees
  - **ACTION LB: Write publicity for the Green Heart Photo**

11   Date of Next Meeting   HP
- **Next Meeting: Tuesday 23rd July**
- **Start: 19:30**
- **End: 20:06**
- **Duration: 36 minutes**