

# CSS Committee Meeting - Minutes

Location:	Discord
Date:	Tuesday 20th August
Time:	19:30 BST
Attendees:	Adi Agarwal (AA) (Chairing), Lee Alabaster (Minuting), Ella Gardner (EG), Leonardo Bishop (LB), Marcus Gustafsson (MG), Shay Patel (SP), Holly Packer (HP)

- 1 Apologies received from HP
  - Matty Widdop
  - Holly Packer
  
- 2 Adoption of Previous Minutes LA
  - Unanimous adoption of previous minutes
  
- 3 Matters Arising All
  - **Annual RA**
    - **ACTION MW: Submit RA to guild**
      - Action Carried Forward
  - **Not moving on until retakes**
    - **ACTION HP: Put up poll**
      - No rollover until resits are complete but we make a freshers channel
      - **Action LA: Respond to cmt suggestion**
  
- 4 Past Events (*standing item*) All
  - N/A
  
- 5 Future Events (*standing item*) All
  - **Minecraft**
    - **Action RJ: Keep an eye on committee suggestions**
      - Nomifactory stood out
      - Minimum 4gb of ram
  - **Freshers Week**
    - **BGN**
      - MG + MW
      - 18:00 for introduction lecture for 1st years
      - **ACTION HP: Let Tom know**
        - HP has let Tom know

- Has asked some questions but Tom has not responded yet
- **Scavenger Hunt**
  - SB + MW
  - Forms done
  - MW reports that not many changes are needed
  - **ACTION MW: Review questions**
    - Action Carried Forward
  - **ACTION SB: Suggest new questions**
    - Action Carried Forward
- **Ming Moon**
  - RJ + AA + HP
  - 27th September
  - Need to publicise better to first years
  - **Action AA: Do the RA**
    - Action Carried Forward
  - **Action RJ: Pay deposit**
    - If not HP will do it tomorrow
- **CS Societies night**
  - RJ + AA
  - Invite Algosoc if they are approved
  - No update
  - **Action AA: Talk to socs about this**
    - AA has reached out to all of them
    - Action Complete
- **1st year mixer**
  - SP + S
  - Plan is for Joes with some alcohol and non-alcohol tables
  - **Action SP: Do the RA**
    - Action Complete
- **Postgrad mixer**
  - EG + HP
  - **Action EG: Remind Todd about telling us when into lectures are**
    - We have normal lectures but not intro ones
  - **Action HP: Do RA and discuss with EG about venues**
    - RA still needs doing
    - Action carried forward
  - Put venue opinions here if you have them:
    - Joes will be best
    - Joes has also been redone
- **Final year mixer**
  - TB + MW
  - Risk assessment made

- 26th Sept
    - Do it in socs
    - MW reports we need to move it to 16:00
    - Maybe pizza but people are likely to steal it
  - **Pub Night** 🍺
    - LA + LB
    - Friday in week one
    - **Notes:**
      - Potentially at the soak
      - Used to be pear but bad accessibility
    - Go with the soak because there's no other option
    - Call it a 'pub and curry night' in publicity
    - **Action TB: Reach out to the soak**
      - Action Carried Forward
      - TB has has a little look
  - **Committee Introduction**
    - These are going out
    - Seem to be going quite well
    - If they don't go out by 6pm LB may be dead
      - Someone else might have to do them if not
      - Schedule is on the Calendar
- **Hackathon**
  - **ACTION HP: Talk to Hackathons UK**
    - If people are happy with their partner event policy we can contact them
      - **Action HP: Read over their policy**
        - Action Complete
        - **ACTION HP: Talk to Hackathons and ask questions**
          - Action Carried Forward
- **CSS does Taskmaster**
  - Provisionally planned for October
  - Potentially have teams of 5
  - **Potential tasks:**
    - **Redacted**
  - If anyone has any more ideas put them here

6 Sponsor/Industry Update (*standing item*)

MG

- **BNY Mellon**
  - **Action MG: Find a bone to throw them**
    - Bone has been thrown
    - See if they accept it
    - They said they will get back asap
    - Tshirt deadline has been told to them
- **Stonegate**
  - No update

- **Kainos**
  - Email drafted waiting to send off to them
    - Will be sent after meeting
- **Trade Desk**
  - **Action MG + HP: Check contract**
    - Contract has been checked
    - Has been sent off
    - Our contact says it provisionally looks ok
    - Lawyers will have a look at it
- **Next year sponsors**
  - **Redacted**
- **T-shirt sponsor deadline**
  - Let potential sponsors know
  - Late August
  - Happy to put some people on the shirt even if it isn't confirmed yet
  - **Action MG: Send email to potential sponsors reminding them to hurry up**
  - **ACTION MG: Prepare email for this**
    - Action Complete

7

Finance Report (*standing item*)

MW

- We have no m
- **Most recent statement balance: £?**
- **Actual Working Balance: £?**
- **Pending incomings**
  - Nothing
- **Pending outgoings**
  - Nothing
- **ACTION MW: Write Hetzner + TeX grant for old expenses**
- **ACTION MW: Write emergency grant for Not-a-bbq**
  - Pending
- **Action MW: Email Ophelia about BBQ scam costs**
  - Action Carried Forward
- **ACTION SB: Resubmit DJ expense**
  - Action Carried Forward
- Ask bluedog about shirts soon
  - 150+ @ £4.85+vat ea
  - 250+ @ £4.65+vat ea
  - 400+ @ £4.35+vat ea
  - 500+ @ £4.20+vat ea
  - **Quantities should be decided by end of next week**

8

EDI Report (*standing item*)

TB

- **ACTION TB: Make list of EDI dates**
  - MW will find TB the guild calendar

- |           |   |     |
|-----------|---|-----|
| <b>9</b>  | Committee Suggestions ( <i>standing item</i> ) <ul style="list-style-type: none"><li>● N/A</li></ul>  | LA  |
| <b>10</b> | AoB ( <i>standing item</i> ) <ul style="list-style-type: none"><li>● N/A</li></ul>  | All |
| <b>11</b> | Date of Next Meeting <ul style="list-style-type: none"><li>● <b>Next Meeting: Tuesday 27th August</b></li><li>● <b>Start: 19:40</b></li><li>● <b>End: 19:57</b></li><li>● <b>Duration: 17 minutes</b></li></ul> | HP  |