CSS Committee Meeting - Minutes

Location:	Discord
Date:	**Tuesday 27th August**
Time:	**19:30 BST**
Attendees:	**Holly Packer (HP) (Chairing), Lee Alabaster (Minuting), Leonardo Bishop (LB), Marcus Gustafsson (MG), Shay Patel (SP), Rohit Jose (RJ)**

1   Apologies received from   HP
- Sumeet Brar
- Matty Widdop
- Adi Agarwal
- Trinity Barson

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

3   Matters Arising   All
- **Annual RA**
  - **ACTION MW: Submit RA to guild**
    - Action Complete
- **TeX**
  - Currently bot can only handle one server at a time
  - This can be changed however it would mean all instances of the bot would have to run on CSS servers
    - This would cost us money and possibly lead to gdpr issues
  - **This will be discussed next meeting now when MW is available**

4   Past Events (*standing item*)   All
- N/A

5   Future Events (*standing item*)   All
- **Minecraft**
  - Going with Nomifactory
  - Message has been sent into #minecraft asking for preferences on world type
    - People don't like lost cities too much
    - Leaning towards less cities but all in the overworld

- ○ LB has sorted the plugin for minecraft
  - ■ LB has also said about his hatred of java
- ○ Nomifactory has some ftb utilities since LuckPerms isn't on 1.12
- ○ HP has java 8 set up now
- ○ **Action HP: Set up the server**
- **Freshers Week**
  - ○ **Calendar Publicity**
    - ■ HP would like to get it out soon
    - ■ **Action LB: Make the freshers calendar**
      - Do it for some time next week
      - Not sure when it will be released
      - About 4th Sept ish
  - ○ **Introduction Lecture**
    - ■ HP will make a presentation for this
  - ○ **Sign-ups on guild**
    - ■ MW gave an idea that we could use the website for signups for events without tickets
    - ■ It would give us an idea of how many people are showing up
    - ■ MG brought up that people won't have time to get used to the guild website
  - ○ **Societies fair**
    - ■ Not sure who will be running the stand
    - ■ MW might not be able to
  - ○ **BGN**
    - ■ MG + MW
    - ■ 18:00 for introduction lecture for 1st years
    - ■ We aren't clashing with TTG
    - ■ **Action MG: Do the forms**
      - Hopefully it will be gdpr free this time
      - Need both the dietary and what games people are bringing
      - RA isn't required since it is done under the annual RA
      - Catering form has been submitted
    - ■ HP reports we need to remind Todd about drinks as well
  - ○ **Scavenger Hunt**
    - ■ SB + MW
    - ■ Forms done
    - ■ MW reports that not many changes are needed
    - ■ **ACTION MW: Review questions**
      - MW is happy with the questions
      - Action Complete

- - - **ACTION SB: Suggest new questions**
      - Action Carried Forward
    - HP tells RJ that scav hunt is only for a day this year instead of all week
    - HP reports that some boards may need to be replaced/updated due to age
    - **Action RJ: Check the condition of the scav hunt boards**
    - HP thinks we are low on pride TeX which we would give out at scav hunt
      - We only have 115 compared to like 400 of the rest of the
      - HP says its not a concern for now
  - **Ming Moon**
    - RJ + AA + HP
    - 27th September
    - Need to publicise better to first years
    - Deposit has been paid
      - RJ has confirmed it has been paid
    - **Action AA: Do the RA**
      - Action Complete
    - Conflicts with the societies fair
      - Will need to decide who goes to ming moon and who goes socs fair
      - RJ isnt sure since his timetable is very wacky
      - **Aciton HP: Ping people asking for availability**
  - **CS Societies night**
    - RJ + AA
    - Invite Algosoc if they are approved
    - VR and GDS are in the discord channel
    - AFNOM
    - RJ asks if we have someone to speak for us
      - He can't as he is already doing it for AFNOM
    - LA said that AFNOM aren't in the discord channel yet
      - RJ is adding them now
  - **1st year mixer**
    - SP + S
    - Plan is for Joes with some alcohol and non-alcohol tables
    - Forms submitted on activities dashboard
    - HP is thinking about doing this with the postgrad mixer
    - **Action SP: Contact the guild about Joes**
  - **Postgrad mixer**
    - EG + HP

- ■ Plan is to be in Joes
- ■ **Action EG: Remind Todd about telling us when into lectures are**
  - ● We have normal lectures but not intro ones
- ■ **Action HP: Do RA**
  - ● Action Complete
  - ● Has not been submitted yet
- ○ **Final year mixer**
  - ■ TB + MW
  - ■ Forms have been submitted
  - ■ The school has been told about it
  - ■ 26th Sept 16:00 in SoCS
  - ■ Maybe pizza but people are likely to steal it
- ○ **Pub Night** 🍺
  - ■ LA + LB
  - ■ Friday in week one
  - ■ Advertise as a 'pub and curry night' in publicity
  - ■ **Action TB: Reach out to the soak**
    - ● Action Complete
    - ● They said about 7pm for 60-70 people with a £100 deposit
    - ● MG reports that last year the deposit was weird
    - ● It was because they didn't have a website last year so they had to go in and pay it
    - ● TB reports that they still don't have a website
    - ● LB is happy to pay the deposit in like 2 weeks
    - ● **Action LB: Pay the deposit before 27th sept (week before)**
- ○ **Committee Introduction**
  - ■ The last one went out today
  - ■ HP has suggested making a 'we have other positions available' post
  - ■ Action LB make the new poster in the next week
    - ● Before calendar goes out
- ● **Break;**
  - ○ HP suggested having break; start again in week 3-4
  - ○ Suggested friday 1-3pm since there is a gap for everyone during that time
    - ■ 2-3pm is more of a safe zone though
    - ■ Everyone is happy with this
- ● **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 UK and ask questions**
    - HP asked about sleeping conditions and they gave requirements
    - They said we don't need to have sleeping accommodation but we would have to clearly tell people this
    - HP suggests we set up the new server for it
    - **Action HP: Create the new server for the hackathon**
      - We hack, we activate
- **CSS does Taskmaster**
  - Provisionally planned for October
  - Potentially have teams of 5
  - **Potential tasks:**
    - Redacted
  - If anyone has any more ideas put them here
  - A channel has been created for this now

6 Sponsor/Industry Update (*standing item*)   MG
- **BNY Mellon**
  - No update
- **Stonegate**
  - No update
- **Kainos**
  - MG replied to our contact and they added him on linkedin
  - They will try to have things sorted by the end of september
  - Probably bronze
    - "500 quid is 500 quid"
- **Trade Desk**
  - We have told them we haven't told them who is signing the contract and they said ok
- **Next year sponsors**
  - Redacted
- **T-shirt sponsor deadline**
  - Let potential sponsors know
  - Late August
  - **Action MG: Send email to potential sponsors reminding them to hurry up**
    - Only 2 people have responded

7   Finance Report *(standing item)*   MW
- We still have no m
- **Most recent statement balance: £?**
- **Actual Working Balance: £?**
- **Pending incomings**
  - Memberships
- **Pending outgoings**
  - Keys
  - Maybe something else idk
- **ACTION MW: Write Hetzner + TeX grant for old expenses**
  - Action Carried Forward
- **ACTION MW: Write emergency grant for Not-a-bbq**
  - Pending
- **Action MW: Email coordinator about BBQ scam costs**
  - Action Carried Forward
- **ACTION SB: Resubmit DJ expense**
  - Action Carried Forward
- **CSS Shirts**
  - **Prices:**
    - 150+ @ £4.85+vat ea
    - 250+ @ £4.65+vat ea
    - 400+ @ £4.35+vat ea
    - 500+ @ £4.20+vat ea
  - **Set decision for 250 shirts this year**
  - MW has told bluedog the design will be available by friday
  - Sai will try to make a design in time

8   EDI Report *(standing item)*   TB
- **ACTION TB: Make list of EDI dates**
  - Action Carried Forward
  - TB has asked people to look at them

9   Committee Suggestions *(standing item)*   LA
- N/A

10   AoB *(standing item)*   All
- **Virtual cmt social**
  - Some time in the next couple weekends
  - HP will send a poll soon
  - Out of context CSS will go crazy

11   Date of Next Meeting   HP
- **Next Meeting: Tuesday 3rd September**
- **Start: 19:35**
- **End: 20:14**
- **Duration: 39 minutes**