

# CSS Committee Meeting - Minutes

Location:	Hybrid (CS 217 + Discord)
Date:	Thursday 19th March
Time:	17:00 GMT
Attendees:	Matty Widdop (MW) (Chair), Marcus Gustafsson (MG) (Minuting), Lee Alabaster (LA), Misha (MiG), Joe Adams (JA), Toby Landells (TL), Maddy Lardner (ML), Mahima (M), Evie Wilson (EW), Albert Waldron (AW), Amrit Bhogal (AB)

- 1 Apologies MW
  - Sumeet
  - Albert
  - Oli
  
- 2 Adoption of Previous Minutes MG
  - Unanimous adoption of previous minutes
  
- 3 Matters Arising All
  - **Earplugs**
    - **ACTION SB: Buy on Amazon**
      - Action cancelled
    - Earplugs found
  - **Hoodies**
    - **ACTION AW: Complete merch request**
      - Action pending
    - Design Competition:
      - 11 submissions so far
  
- 4 Committee Handover All
  - **Drive Transfers**
    - **Action TL: Find drive transfer script at some point**
      - Action carried forwards
  
- 5 Past Events All
  - **EGM**
    - Minutes still not approved
  - **Imitation Game Movie Night**
    - **ACTION MW: See if we can get TV time**
      - Action completed

- **Hackathon**
  - MiG thought it went pretty well overall apart from closing ceremony
  - MW thought it went ok overall and we saved some money
  - Feedback:
    - 66% found it easy getting a ticket
    - 30% came from waiting list
    - Most from registration easy
    - Most people signed in and out correctly
    - Most thought the theme was ok
    - Most considered the theme for the project
    - Most either didn't care or wanted a more objective response
    - Opening ceremony was clear
    - Closing ceremony was less clear
    - Most thought it was ok
    - People wanted more food
    - Most brought snacks
    - People were happy with drinks
    - Most brought drinks
    - Most had their dietary requirements accounted for
    - People were OK with lunch
    - People like dinner
    - Breakfast was ok
    - CTF response was quite good
    - People attended most events they attended
    - Response to prizes was good
    - Most enjoyed the event
    - Everyone would comeback
    - Someone really loved the CTF
  - MG thought that other than sandwiches and closing ceremony, it went ok

6 Future Events (*standing item*)

All

- **Break;**
  - 2pm - 4pm - Starting w/c 19th January fortnightly
  - Next is after Easter
  - ML suggests continuing during exam season
- **Cross Platform Objective C Workshop**
  - **ACTION AB: Submit pre-prepared RA**
    - **Action cancelled**
  - **ACTION AB: Find a date that works for him (with time for 2 weeks publicity)**
    - **Action cancelled**
- **Bad Film Collab (hackers)**
  - Thursday 19th: Hackers

- Friday 20th: Mario Kart
- **ACTION MG: Make slide for closing**
  - **Action completed**
- **ACTION MG: Make discord announcement**
  - **Action completed**
- MG reports he will make an announcement about the ball
- **CSS Plush Making**
  - **ACTION OB: Do a grant application for materials (in round 3)**
    - **Action pending**
- **Ball**
  - **ACTION EW: Write Discord + Instagram**
    - **Action completed**
  - 141 sales so far
  - There is a potential 162 on the seating plan
  - Ball checklist
    - Wrist bands are being printed
    - Blank ticket design has been sent off
      - Handwrite ticket names
    - Placecards
      - Template is on the drive
      - **ACTION ML: Make placecards fancier**
    - Chocolates
      - **ACTION MW & LA: Buy After 8s and Candy Kittens**
      - **ACTION ML: Make After 8 wrappers**
    - Seating Plan
      - MW reports they are working on seating plan
      - The venue provide an easel
      - **ACTION ML: Buy posterboard**
      - Surnames
    - Balloons and Archway
      - Lots of them died last year
      - ML says the balloons were a little sparse last year
        - MG suggests more balloons if we can afford it
      - **ACTION ML: Buy HobbyCraft Balloons**
      - **ACTION MiG: Check Balloons by Monday**
      - **ACTION ML: Bring up balloon pump**
    - Bubbles
      - **ACTION ML: Buy bubble bottles**
    - Confetti
      - **ACTION ML: Buy confetti**
    - Auction
      - MG reports there is a big box of stuff
      - **ACTION ML: Buy fabric pen**
    - Awards
      - ML suggests just doing certificates and opening up

voting on Monday

- **ACTION ML: Make certificates**
  - Committee arrive 5-6
  - Photobooth should be there for 7
  - Photographer is sorted
  - **ACTION MG: Event email**
- **PUB**
  - Cancelled for next week
  - MiG asks if we are continuing during exam season
    - We should do a taster and check attendance
- **Winterbourne (Jacqui collab)**
  - Ticketed, happening next week
  - ML reports they are going to repost the ticket information
  - ML can advertise CSS while there
- **Winterbourne (non-collab)**
  - Run after Easter
  - 13:00 on Wednesday 6th May
- **AGM**
  - AGM period is from Sunday 1st March to Sunday 24th May 2026
  - MG suggests week 11
    - Wednesday 13:00 29th April
  - **ACTION JA: Check for and book room**
    - **Action carried forwards**
- **BBQ**
  - Guild only allows guild food on lawn
  - ML reports that the school is interested in a BBQ
    - ML is gonna speak to them about a venue and cost
    - JA is also gonna chat to them to convince the school that the BBQs help for PGRs
  - We'll apply for a grant round 3
  - MG suggests backup event
    - MG suggests pizza at cs, then guild lawn
    - LA suggests park or spoons
    - JA suggests picnic

7 Sponsor/Industry Update (*standing item*)

- No updates

AB

- 8 Finance Report (*standing item*) OB
- **Most recent statement balance: £3212.68**
  - **Actual working balance: £4071.16**
  - **Pending incomings**
    - Memberships
    - Ball tickets
    - SoCS Bletchley
    - Christmas Meal SoCS
    - Alcohol SoCS
  - **Pending outgoings**
    - Pizza
    - PowerBank
    - Greggs
    - Photographer hire
    - Photobooth hire
    - Blue-Tac
    - Birminghamhack food
    - Stickers
    - Ikea Plushies
  - No update on EPS culture fund
    - **ACTION OB: Chase this up**
- 9 EDI Report (*standing item*) LA
- **Eid**
    - **19th-20th**
    - **ACTION LA: Do post**
      - **Action in progress**
  - **Mothers' Day**
    - **ACTION LA: Do Post**
      - **Action completed**
  - **Trans Day of Visibility**
    - MG suggests highlighting some individuals
    - **ACTION LA: Write post**
  - **Pride Month**
    - ML suggests we do an event during pride
    - MG mentions we have gone to the pride event before
    - **ACTION LA: Think of event**
  - **Easter**
    - ML suggests we do a quick post
    - **ACTION LA: Make post**
- 10 Committee Suggestions (*standing item*) MG
- **N/A**

11 Any Other Business (*standing item*)

All

- **Thigh Highs**
  - **ACTION RJ: Research thigh highs**
    - **Action carried forwards**
- **TeX Earrings Merch**
  - **ACTION SB: Investigate**
    - **Action carried forwards**
- **Committee Jumpers:**
  - Move forward once we have hoodie design
- **New emoji competition**
  - **ACTION SB: Compile list of lesser-used emojis**
    - **Action carried forwards**
- **TypeSig Conference**
  - JA says they were advertising and we said no
  - ML suggests we cooperate with other units more
  - LA suggests plugs
  - **ACTION LA: Get some text to put in plugs**

**Actual start time**      17:05 GMT  
**Actual end time**      18:42 GMT  
**Duration**              1 Hours 37 Minutes