

CSS Committee Meeting - Minutes

Location:	Online (Discord)
Date:	Friday 17th April
Time:	18:00 BST
Attendees:	Matty Widdop (MW) (Chair), Marcus Gustafsson (MG) (Minuting), Lee Alabaster (LA), Toby Landells (TL), Albert Waldron (AW), Sumeet Brar (SB), Maddy Lardner (ML), Misha (MiG)

- 1 Apologies MW
 - Joe
 - Maddy
- 2 Adoption of Previous Minutes MG
 - Unanimous adoption of previous minutes
- 3 Matters Arising All
 - **Hoodies**
 - **ACTION AW: Complete merch request**
 - Action pending
 - **ACTION MW: Email Banana Moon for quote**
 - Design Competition:
 - **ACTION RJ: Prepare templates of designs**
 - Action carried forwards
 - **ACTION LA: Ping @News**
 - Action completed
- 4 Committee Handover All
 - **Drive Transfers**
 - **Action TL: Find drive transfer script at some point**
 - Action carried forwards
- 5 Past Events All
 - **EGM**
 - **ACTION LA: E-Mail Habiba and Gemma to do the E-Mail transfers**
 - Action completed
 - LA reports that there has been no reply
 - Chase up on Wednesday

- **Break;**
 - 2pm - 4pm - Starting w/c 19th January fortnightly
 - Next is 2nd week after Easter
 - LA reports drinks are lacking
 - MG suggests checking use by dates
- **CSS Plush Making**
 - **ACTION OB: Do a grant application for materials (in round 3)**
 - **Action completed**
- **PUB**
 - Starting 3rd week after Easter
 - Trial for one week to see attendance
- **Winterbourne**
 - 13:00 on Wednesday 6th May
 - **ACTION MiG: Create Activity, submit pre-prepared socials RA**
 - **Action in progress**
- **AGM**
 - Wednesday 29th April, 13:00
 - **ACTION MiG: Check if we can make instant runoff work with forms**
 - **Action completed**
 - Using forms is possible but complicated
 - MW is going to test if the AV works with Discord
 - **ACTION MW: Create Activity and do catering form**
 - **ACTION EVERYONE: Do role descriptors**
 - Check out Joe's and last years for an example
 - Campaigning opens on Wednesday
 - ML suggests having some questions submitted in advance
 - Meeting:
 - James said that he couldn't stop us using the website for now
 - There should be an outcome before the end of next week
 - **ACTION SB: Book space for 30 at Soak**
 - Be stricter on joke suggestions and questions
- **BBQ**
 - **ACTION MW: Email Phil**
 - **Action completed**
 - MW cc'ed in Todd and Zoe
 - No reply so far
 - MW reports a grant has been asked for
 - **ACTION MW: Create activity and create and submit RA**
 - Backup plans:
 - Picnic
 - Trip to spoons
 - Dates:

- Second Years finish 4th June
- First Years Finish 3rd June
- Masters finish during mid-May onwards
- Friday 22nd or Saturday 23rd May
 - Room bookings not available yet
 - Intelligent Software Engineering and Robot Vision are on the Friday
 - ML says that many people may be working on the Saturday
 - Provisionally Friday

7 Sponsor/Industry Update (*standing item*) AB

- **UK CBT**
 - No updates

8 Finance Report (*standing item*) OB

- **Most recent statement balance: £**
- **Actual working balance: £**
- **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

9 EDI Report (*standing item*) LA

- **Pride Month**
 - **ACTION LA: Think of event**
 - Action pending
- **Easter**
 - **ACTION LA: Make post**
 - Action completed
- **Inclusion Event (6th May)**
 - **ACTION LA: Reach out and see if we can get involved**

10 Committee Suggestions (*standing item*) MG

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**
 - **ACTION LA: Get some text to put in plugs**
 - **Action cancelled**

Actual start time 18:04 BST
Actual end time 18:37 BST
Duration 0 Hours 33 Minutes