

CSS Committee Meeting - Minutes

Location:	Hybrid
Date:	Monday 12th October
Time:	14:00 BST
Attendees:	Joe Adams (JA) (Chair), Henry Thomas (HT) (Minuting), Idris Evans (IE), Albert Waldron (AW), Harry Wake (HW), Anna Charleton (AC), George Tong (GT), Tyler King (TK), Evie Wilson (EW), Jacob Swales (JS), Day Jones (DJ)

- 1 Apologies JA
- 2 Adoption of Previous Minutes HT
- 3 Matters Arising All
 - **T-shirts**
 - Arrived today, 3 sponsors on back, smaller logo on front.
 - JA begs us to leave the T-shirts neatly in the boxes.
 - **Action JA:** Send out membership email to inform current members.
 - Could do an event during the day in the CS building.
 - JA suggests 16:00-17:00 Tuesday 13th as it is after both first and second year labs.
 - **Action EW:** Publicity for free T-shirts out by tomorrow morning.
 - Did send a free hoodie to show us what they might be like.
 - **Annual RA**
 - **Action HT:** Chase Annual RA
 - **Action completed - awaiting response**
 - Original ARA approved but not with the run added to it yet, HT will chase.
 - **Use of generative AI**
 - **Contacting pizza companies**
 - **Action EW:** Contact pizza companies
 - **Action in progress**
- 4 Past Events All
 - **Break;**
 - Went well, quite a few second years arrived after the lecture finished.
 - Didn't run out of anything, so plenty for next week.
 - **5K Run**
 - Seemed to go well, had a few groups throughout ability.
 - Changed the groups around to even out the groups.
 - JA appreciates us "running" it (two drums and a cymbal...)
- 5 Future Events (*standing item*) All

- **Break;**
 - Got enough food and drinks.
- **Vale picnic**
 - **Action JS:** Guild activity and RA for the park
 - **Action completed**
 - JS, EW, JA will be there, TK might be.
 - Publicity is done.
- **PUB**
 - **Action TK:** Announcement for pub
 - **Action pending**
 - **Action GT:** Book Soak for 20:00 on Friday 16th for 30 people.
 - AW, GT, IE, TK, JA will be there
- **Outlines for major events**
 - **Halloween quiz**
 - **Action HT:** Make quiz
 - **Action in progress**
 - Two quiz rounds made so far
 - No update on guild RA.
 - **Action TK:** Publicity, and include T-shirts and fancy dress competition.
 - **Action pending**
 - Starting at 19:00 for team setup
 - **Action JA:** Contact the school for atrium
 - **Action completed**
 - Need to find out if we can buy alcohol from Aldi.
 - **Ball**
 - **Action GT:** Look around for some options for hosting the ball
 - **Action pending**
 - **EGM**
 - **Action JA:** Make chair slides
 - **Action in progress**
 - **Action IE:** Treasurer slides
 - **Action pending**
 - **Action JS:** Check wiki and set up the voting website
 - **Action completed**
 - **Action TK:** Publicity for both 1 and 2 week deadlines
 - **Action in progress**
 - **Action JA:** Channels for advertising
 - **Action pending**
 - **Action AW:** Wear TeX costume for EGM
 - **Action pending**
- **Christmas Meal**
 - Moved to Saturday 5th at 18:00
 - Hopefully weekend won't hinder attendance too much
 - We can order anything off the main menu for the same cost as the festive menu, to get round the only vegetarian option being mushrooms, nuts, and alcohol.
 - List of suggested extra mains in discord.
 - Awaiting reply to get tickets on sale as well.
 - Ticket prices on google drive and discord.

- Teasoc collab
- Other events
 - NQ64
 - Only needs the guild documents.
 - **Action AW:** Guild documents for this.
 - Bot-a-thon
 - Matty might be able to help out and run this, will get back to us.
 - Sponsor events
 - Bar Crawl
 - **Action AW:** Look into bar crawl
 - **Action in progress**
 - **Action GT:** Look into bar crawl
 - **Action in progress**
 - Ideally early November, on a Thursday, Friday, or Saturday
 - 5/6/7th, or 11/12/13th
 - Probably 11/12/13th as the other week is consolidation week.
 - Can use this to replace the pub night.
 - Broad street is what we did last year.
 - Barbaras, Rosies, Snobs, Coyote Ugly, Felsons
 - JS suggests not Coyote Ugly, but that there are some good ones along the canal.
 - Can ask members to steward if necessary, but they need to go to training and not drink anything.
 - Will need to get T-shirts sorted out, design might be on google drive.
 - Tickets need to be enough to stop lots of people signing up and not going, stopping other people, but not too much to be unfair.
 - Cheese soc collab
 - **Action GT:** Reach out to cheese soc and see if they would like to do 15:00 - 17:00 on the Thursday of week 4
 - **Action not completed**
 - **Action GT:** Reach out to cheese soc for alternate dates
 - Workshops
 - OSM Mapathon
 - **Action JA:** Contact Matt about OSM Mapathon
 - **Action completed**
 - Contacted us with some provisional dates but is in the process of getting a job so can't guarantee anything.
 - Will probably speak to him to move to Semester 2
 - Python Workshop
 - Will need publicity soon for this.
 - **Action JA:** Guild documents for workshop.
 - **Action EW:** Publicity for workshop.
 - Ice Skating
 - HW proposes doing an ice skating trip, around £10pp, and isn't too far away or difficult to get to.

- JA suggests running it alongside a Christmas market trip.
- If we get a group booking discount can book it centrally and charge for tickets, if not people can come along and pay for themselves at the location.
- Popular idea with committee.
- 1st-6th December works for this.
- JA asks if he can do it in the TeX costume.

6	Sponsor/Industry Update (<i>standing item</i>)	HW
	● Pipeline and active discussions	
7	Finance Report (<i>standing item</i>)	IE
	● Most recent statement balance: £2061.20 ● Actual working balance: About £2280 ● Pending incomings ○ TPP sponsorship ○ Memberships ○ Guild open day funding ● Pending outgoings ○ Server costs (on grant) ■ No reply from Habiba ○ Pizza ○ Alcohol ■ Action JA: Speak to Zoe to confirm how the alcohol is being paid for ● Action in progress ○ Football booking ○ Stickers ○ Break; cups ● Valyfy lost funds ○ No reply from Habiba ● EPS Culture Fund	
8	EDI Report (<i>standing item</i>)	All
9	Committee Suggestions (<i>standing item</i>)	All
10	Any Other Business (<i>standing item</i>)	All
	● Minecraft Server ○ DJ and TK plan to open the end potentially this weekend. ○ DJ will go through some mods to make the end more difficult. ○ People still seem to be playing, and some config needs doing. ● Tex bot changes ○ Action JS: Organise discussion outside meeting and plan the potential changes ■ Action in progress ○ Suggested change to make TeX bot add modules to year group threads. ○ Compounds from committee suggestion from last week. ○ Made sharing and finding questions and resources easier. ○ Only difficulty is keeping an up-to-date list of modules for the bot to use	

- JA suggests the module feedback sheet can be used for this.
- **Newsletter**
 - Posted to website.
 - Need one per term for sponsors.
 - JA will aim for one at the end of semester 1.
- **Email folders**
 - HT has added email folders to try and keep the inbox tidier.
 - HT asks people to use these folders and to make more for new events whenever needed.
 - JA asks people to mark emails as unread if it is unread before they read it.

Actual start time	14:03 BST
Actual end time	14:51 BST
Duration	0 Hours 48 Minutes