

# CSS Committee Meeting - Minutes

<b>Location:</b>	LG23
<b>Date:</b>	Friday 30th January
<b>Time:</b>	18:00 GMT
<b>Attendees:</b>	Matty Widdop (MW) (Chair), Marcus Gustafsson (MG) (Minuting), Albert Waldron (AW), Evie Wilson (EW), Maddy Lardner (ML), Toby Landells (TL), Rohit Jose (RJ), Fearne Townsend (FT), Amrit Bhogal (AB), Deji (D)

- 1 Apologies MW
  - Joe
  
- 2 Adoption of Previous Minutes MG
  - Minutes adopted
  
- 3 Matters Arising All
  - **UoB STAR**
    - **ACTION M: Invite UoB STAR to a meeting**
      - Action carried forwards
  - **Earplugs**
    - **ACTION SB: Hunt them down**
      - Action carries forward
  - **Hoodies:**
    - **ACTION ML: Complete merch request**
      - Action carried forwards
  
- 4 Committee Handover All
  - **Drive Transfers**
    - **Action TL: Find drive transfer script at some point**
      - Action carried forwards
  
- 5 Past Events All
  - **League Tournament**
    - **Action EW: Message anyone who hasn't collected prizes**
      - Action completed
      - There are three mugs left
  - **Christmas Meal - Thursday 4th December**
    - No confirmation on payment
  - **SloLAN**

- MW reports dominos receipt has been received

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Future Events (*standing item*)

All

- **Break**
  - 2pm - 4pm - Starting w/c 19th January
  - **ACTION MW: Find Milk Powder**
    - **Action carried forwards**
- **Bar Crawl (13th February provisional)**
  - FT's plan:
    - 19:00-20:30: Flight Club
      - £9pp for darts
        - ML reports there is a limit on the number that can do darts
      - Booking £100 refundable
      - They have food
      - FT reports they get very busy on a Saturday and the crowd is middle aged
    - 20:30-21:00: Katie O'briens
      - Unsure on booking costs
      - We aren't guaranteed a table
      - They only take walk ins
      - There is live music
    - 21:20-22:00: The Brasshouse
      - Booking fee info should be in the emails
      - £20 for Brasshouse
    - 22:00-23:00: Felsons
      - Online only allows up to 10 for online bookings
      - FT reports it is £10 to secure the booking, they have offered to wave the pool fees
      - FT says they take mixer app
  - **ACTION MW: Do a poll for stewards**
    - **Action carried forwards**
    - We probably need around 7
  - MW reports that tickets are now back on sale
    - 5 have been sold
    - MW reports we can extend the ticket sales if needed until the T-Shirt deadline
  - MG asks if stewards need a ticket
    - MW reports that he doesn't think so
  - **ACTION OB: Bar crawl announcement for Sunday**
- **Bletchley Park - Saturday 28th February**
  - **ACTION RJ: Create publicity and release tickets for 27th Jan**
    - **Action completed**
  - MW reports 21 sales so far
- **Imitation Game Movie Night**
  - Friday 20th February

- **ACTION MG: Acquire enough popcorn**
  - **Action carried forwards**
  - JA checked and the stuff in the cupboard is out of date
- **ACTION MW: Chase up OOH form**
- **FOSDEM**
  - MW reports 4 responses
  - The form has now been closed
  - **ACTION OB: Complete expense forms for £25 per person**
- **Cross Platform Objective C Workshop**
  - **ACTION AB: Submit pre-prepared RA**
    - **Action carried forwards**
  - **ACTION AB: Find a date that works for him (with time for 2 weeks publicity)**
    - **Action carried forwards**
- **Bad Film Collab (hackers)**
  - **ACTION MG: Get an update**
    - **Action carried forwards**
- **CSS Plush Making**
  - **ACTION OB: Do a grant application for materials (in round 3)**
    - **Action carried forwards**
- **Board Games Night 2**
  - Monday 9th February
  - **Action SB: Email Tom and Todd to ask for someone to give out alcohol and see what we have left.**
    - **Action carried forwards**
  - **ACTION RJ: Create Publicity (Monday 26th Jan)**
    - **Action completed**
  - **ACTION RJ: One week publicity on Monday**
  - MG asks if we are doing a dietary requirement form
    - MW suggests we probably don't need to, as the current pizza order covers the vast majority of requirements
- **Hackathon**
  - **ACTION D + AB: Reach out to potential sponsors**
    - **Action in progress**
    - AB reports that there is a meeting scheduled with Hackathons UK scheduled to talk about sponsors
    - MW reports that Hastings will likely get a silver package (£600)
  - **ACTION MW: Add Deji to Hackathons UK group**
    - **Action carried forwards**
    - MW reports it still isn't working
  - **ACTION MW: Sort out Tickets on Tito**
    - **Action completed**
    - MW reports they are ready to release
  - D reports that at the Hackathons UK meeting they discussed

- catering and budget
    - D reports we need to give them the budget
    - D reports that they suggested releasing tickets in the next two weeks
  - MW reports that the budget is needed soon
  - MW has emailed the RA to Habiba but no response
  - **ACTION FT: Reach out to AlgoSoc about joining in with the Hackathon**
- **Ball**
  - **Action MW: Print out and post the Save the Date**
    - **Action carried forwards**
  - **Action MW: Reach out to photobooth**
    - **Action carried forwards**
  - **Action MW: Reach out to photographer**
    - **Action completed**
  - **To discuss next week: When to release tickets**
    - MW reports it depends on when the guild gets done
    - MW suggests we put them out as soon as guild gets them up
  - **Extra actions (unassigned):**
    - **Website, Ticket Redesign, Wristbands,**
    - **ACTION ML: Update wristbands and tickets**
      - **Action carried forwards**
    - MW reports that the Ball website is ready pending tickets
      - The ticket image has to be updated on the website, but they are on canva
- **PUB**
  - **Action AW: Do poll on committee who will attend**
    - **Action completed**
    - AW will be attending, MG will be there but cannot guarantee when
- **EGM:**
  - Provisionally: Wednesday 11th February 13:00
  - **ACTION JA: Complete RA**
    - **Action completed**
  - **ACTION MG: E-Mail guild**
    - **Action cancelled**
  - **ACTION JA: Publicity for 28th Jan**
    - **Action completed**

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Sponsor/Industry Update (*standing item*)

AB

- A new sponsorship doc has been put in the sponsorship channel
  - **ACTION AB: Do PR for website updates**

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| 8  | Finance Report ( <i>standing item</i> ) <ul style="list-style-type: none"> <li>● <b>Most recent statement balance: £4052.40</b></li> <li>● <b>Actual working balance: £</b></li> <li>● <b>Pending incomings</b> <ul style="list-style-type: none"> <li>○ Memberships</li> </ul> </li> <li>● <b>Pending outgoings</b> <ul style="list-style-type: none"> <li>○ Christmas Meal</li> </ul> </li> <li>● <b>Grants</b> <ul style="list-style-type: none"> <li>○ MW reports most were rejected</li> </ul> </li> </ul>   | OB  |
| 9  | EDI Report ( <i>standing item</i> ) <ul style="list-style-type: none"> <li>● <b>Action RJ: Write a Ramadan announcement for 17th Feb</b> <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>  | SA  |
| 10 | Committee Suggestions ( <i>standing item</i> ) <ul style="list-style-type: none"> <li>●</li> </ul>  | MG  |
| 11 | Any Other Business ( <i>standing item</i> ) <ul style="list-style-type: none"> <li>● <b>Thigh Highs</b> <ul style="list-style-type: none"> <li>○ <b>ACTION RJ: Research thigh highs</b> <ul style="list-style-type: none"> <li>■ Action carried forwards</li> </ul> </li> </ul> </li> <li>● <b>TeX Earrings Merch</b> <ul style="list-style-type: none"> <li>○ <b>ACTION SB: Investigate</b> <ul style="list-style-type: none"> <li>■ Action carried forwards</li> </ul> </li> </ul> </li> <li>● <b>Committee Jumpers:</b> <ul style="list-style-type: none"> <li>○ <b>Topic carried forwards</b></li> </ul> </li> <li>● <b>AFNOM announcement:</b> <ul style="list-style-type: none"> <li>○ AFNOM asked if we could promote the WhatTheCTF</li> <li>○ MW suggests that we don't do announcements for events we aren't involved with other than InstallFest</li> <li>○ MG suggests that there is an appetite among our members for this sort of event so we could do a quick non-ping</li> <li>○ RJ says that given we didn't do an InstallFest announcement this year, doing one for WhatTheCTF wouldn't be too much extra and shouldn't take too long to do</li> <li>○ There is a poll in the meeting thread</li> </ul> </li> <li>● <b>Frisbee Golf</b> <ul style="list-style-type: none"> <li>○ EW reports that most venues are quite far away so we would probably need a coach</li> </ul> </li> <li>● <b>New emoji competition</b> <ul style="list-style-type: none"> <li>○ <b>ACTION SB: Compile list of lesser-used emojis</b> <ul style="list-style-type: none"> <li>■ Action carried forwards</li> </ul> </li> </ul> </li> </ul> | All |

**Actual start time**      18:04 GMT

<b>Actual end time</b>	18:53 GMT
<b>Duration</b>	0 Hours 49 Minutes