

Committee Meeting Minutes

7th March 2019

Agenda

1. Reratification
 - a. Full committee list
 - b. Constitution
 - c. Risk Assessment and Inventory
2. Services
3. Meetings
4. AOB

Attendees

- (JA) Jacob Allen - Chair
- (AB) Adam Birtles - Secretary
- (AH) Ash Holland - Treasurer
- (AC) Aaron Christiansen - Press & Publicity Officer
- (CW) Charlotte Wringe - Academic Events Officer
- (EH) Emmet Hollwill - Social Secretary
- (LM) Luke Moll - Infrastructure Officer
- (EB) Ezekiel Bethel - Ordinary Member
- (RB) Rafael Bacalso - Ordinary Member
- (DB) Daniel Bailey - Ordinary Member

Apologies

- (DN) David Norman - Former Secretary
- (SE) Sam Eastwood - Former Treasurer

Minutes

1. Reratification
 - a. Committee list
 - i. DB only one not filled in yet
 - ii. Sorted
 - b. Constitution
 - i. YUSU's constitution is ugly but doing our own thing is a pain
 - ii. All aspects of last year's constitution stand unless mentioned here
 - iii. Aims of the society - should we replace "space" with something more specific? Yes, "environment" and "events (both academic and social)".

- iv. Objectives of the society - remove bit about competitive teams
- v. Codes of practice
 - 1. Require that members follow that code of conduct
 - 2. Add point about following acceptable use policies with servers
- vi. Responsibilities of {social secretary, academic events officer} - Add "Aid members of the society in the organisation of {social, academic} events"
- vii. Specify Single Transferable Vote as only vote counting system
- c. Risk Assessment - To be done by AB later
- d. Inventory
 - i. To be done by AB and LM
 - ii. Don't count three-player chess (belongs to DB)
 - iii. Servers no longer in 166

2. Services

- a. AB to change all passwords
- b. Google
 - i. AC has access to full, probably should have more limited
 - ii. Set up "Grant access to your account"
 - iii. Can CW have email access? - No.
 - iv. Maybe have a better way of doing mailing list than a ton of contacts
- c. Trello
 - i. JA set it up
 - ii. Everyone with accounts should send theirs to JA and he'll add them
 - iii. People who don't have accounts should sign up and let JA know what their account is
 - iv. AB doesn't understand it
 - v. Committee members may opt out but then they'll be known as nerds

3. Meetings

- a. JA had fancy ideas that he got from work. The response is no.
- b. Open to society members.
- c. Non-committee do not get a vote
- d. Publicisation
 - i. Should we? - Yes
 - ii. Where?
 - 1. Emails
 - 2. Public calendar
 - 3. Slack topic
- e. Member suggestions
 - i. Google form
 - ii. Should be public in interest of transparency
- f. JA doesn't like AOBs.
 - i. Voted on keeping AOBs - 5 for, 1 against, 4 abstaining
 - ii. We're keeping AOBs
- g. Regularity
 - i. At least two per term - start and end
 - ii. Ideally three - midterm too

- iii. Extra as needed
- h. Location
 - i. CSE Pod ain't great
 - ii. CSE meeting rooms are good but access is questionable
 - iii. RCH pods are never the right temperature
 - iv. RCH meeting rooms are ideal
- 4. AOB
 - a. Emails - should be properly multipart plain text and HTML

Actions

- AB to do risk assessment
- AB and LM to do inventory
- AB submit reratification forms
- AB to change passwords
- JA to organise next meeting