

CSS Committee Meeting - Minutes

Location:	LG23
Date:	Monday 22nd April 2024
Time:	18:00 BST

- 1

Apologies received from

MH
- 2

Adoption of Previous Minutes

 - Unanimous adoption of previous minutes

EG
- 3

Matters Arising

 - GDPR cleanup**
 - ACTION MH: Look at files**
 - ACTION Committee: pls transfer files to CSS account**
 - TeX Plushies**
 - ACTION HP: Reach out to Build a bear**
 - No updates
 - Supervisor Opinion Doc**
 - Action CW: Make form for the opinion doc**
 - Action Completed
 - Action MW: Moderate doc**
 - Hackathon**
 - No updates

All
- 4

Past Events (*standing item*)

 - Easter Winterbourne Trip**
 - ACTION RJ: On the day publicity**
 - Action Completed

All
- 5

Future Events (*standing item*)

 - break;**
 - ACTION LA: Get the shit**
 - Ball**
 - Action MH: Ask the venue if they can do cocktails and for invoice**
 - Action Completed
 - ACTION SB: Ask Matt to sort speakers**
 - ACTION MH: check stock of decorations**
 - ACTION LA: Get candy kittens and after 8s**

All

- ACTION MH: **URGENT**: Make wristband design and order
 - Action Completed
- Who's gonna be there to set up at 5?
- Action AP: Make the place cards and table summaries
 - Action completed 😎
- Action MW: Make a seating plan
 - Action completed
- Action Committee: Come up with table names
 - Action completed
- ACTION MW: Reply to photobooth lady about colour choice
- Trade Desk Event
- BBQx
 - ACTION RJ: Reach out to Ophelia about whether or not we can do any bbq on the lawn + disposable bbqs yay or nay
 - Action Completed
 - ACTION MG: Upload the blank catering form to the drive
 - ACTION HP: Holly will check with dad
 - ACTION EG: Check about BBQ
 - ACTION RJ: Ask if we can access fridges in guild
 - ACTION RJ: Dm Todd and ask if we can use CS fridge
- Blind programming "workshop"

6 Sponsor/Industry Update (*standing item*) HP

- BNY Mellon 🧐
 - No updates
- Stonegate
 - No updates
- Bank of America
 - No updates
- Kainos
 - No updates
- Trade Desk
 - They're trading
- Next year sponsors

7 Finance Report (*standing item*) MW

- Most recent statement balance
- Actual Working Balance
- Pending incomings
- Pending outgoings
- ACTION MW: Write Hetzner + TeX grant for old expenses
- Grant results
 - ACTION MW: Email Ophelia about AGM pizza money

COMMITTEE ACTIONS TRACKER

- | | | |
|----|--|-----|
| 8 | EDI Report (<i>standing item</i>) | SW |
| | <ul style="list-style-type: none">● EDI SoCS Event<ul style="list-style-type: none">○ ACTION TB: Write publicity for this<ul style="list-style-type: none">■ Action Completed○ ACTION MH: Make poster by the 16th<ul style="list-style-type: none">■ Action Completed | |
| 9 | Committee Suggestions (<i>standing item</i>) | EG |
| 10 | AoB (<i>standing item</i>) | All |
| 11 | Date of Next Meeting | MH |