

ANNUAL GENERAL MEETING, UQ COMPUTING SOCIETY, 06/10/2020

Following this document is an Appendix containing, in the following order, the President's, Secretary's and Treasurer's reports and the audit approval sheet.

Meeting declared **open** at 18:20.

CONFIRMATION OF THE 2019 MINUTES

Matthew Low moved, Sannidhi Bosamia seconded.

EXECUTIVE REPORTS

See the main body of the Appendix attached for the President's, Secretary's and Treasurer's reports.

SPECIAL RESOLUTION: TERM AMENDMENT OF 2020 UQCS COMMITTEE

- **Motion:** That the term of the 2021 UQCS Committee begin in two weeks time, instead of immediately, and that the term of the 2020 UQCS Committee be extended to the same time.
- **Rationale:** So that the 2020 UQCS Committee can be responsible for the running of the 2020 Hackathon, including paying expenses.
- **Addendum Motion:** That the results of the election be sealed for two weeks.
- **Addendum Rationale:** So that the nominees can safely compete in the Hackathon for prizes without any suggestion of favouritism.

Bradley Stone moved, Olivia Mackenzie-Ross seconded.

- Matthew Low and Madhav Mishra spoke against the motion. Their argument was that the 2020 UQCS Committee had committed to helping out in the hackathon, not competing, as well as assisting the 2021 UQCS Committee in the transition period.

Motion **not carried** due to lack of two-thirds supermajority on vote. The addendum motion was therefore not voted on.

APPOINTMENT OF RETURNING OFFICER & DISSOLUTION OF COMMITTEE

Bradley Stone to be appointed as returning officer.

Madhav Mishra moved, Sannidhi Bosamia seconded.

Motion **carried**.

Returning officer, Bradley Stone, moves for dissolution of committee.

Bradley Stone moved, James Dearlove seconded.

Motion **carried**.

ELECTION OF OFFICE BEARERS

President. The following members of the society were nominated for President:

- James Dearlove
- Sannidhi Bosamia

Elected: James Dearlove.

Secretary. The following members of the society were nominated for Secretary:

- Mallika Mukherji
- Sannidhi Bosamia

Elected: Sannidhi Bosamia.

Treasurer. The following members of the society were nominated for Treasurer:

- Kenton Lam

Elected: Kenton Lam.

Puisne Committee. The following members of the society were nominated for the Puisne Committee:

- Anton Donohue
- Darren Fu
- Lachlan Cox
- Madhav Mishra
- Mallika Mukherji
- Matthew Low
- Olivia Mackenzie-Ross
- Paul Clarke
- Sylvia Chen
- Tom Cranitch
- Utkarsh Sharma

Elected: Darren Fu, Madhav Mishra, Matthew Low, Olivia Mackenzie-Ross, Paul Clarke, Sylvia Chen, Tom Cranitch, Utkarsh Sharma.

Meeting **adjourned** at 19:21. Meeting **resumed** at 20:01.

GENERAL BUSINESS

Proposal. UQCS Vending Machine.

- **Rationale:** Software project with e.g. Raspberry Pi controller:
 - “Happy Hour” on Tuesday and Thursday evenings, aligned with pizza eating times;
 - Scan your membership card (if we ever get them) or student card for a discount;
 - Notify the committee when low on stock;
 - Order and pay from your phone;
 - Make a “random” button that is truly (pseudo-)random, not just whatever has been placed in the random line, etc. Similar societies received ~\$10,000 net income during 2019
- **Cost:** ~\$800 for machine and other hardware, waiting on exact quote
- **Status:** Currently awaiting advice from EAIT regarding location etc.

Bradley Stone moved, Leo Orpilla seconded.

- Joshua Todd-Cowper spoke in favour of the motion, suggesting that it might be another useful place of advertising for the Society.
- Anabelle Cooper spoke against the motion, expressing that a vending machine was not necessary given the Society’s current financial position, and also expressed concern regarding the placement of the vending machine.
- Jenna Macdonald suggested that student effort could be focused towards other more beneficial projects rather than a vending machine.
- Nicholas Lambourne spoke against the motion going to a vote, suggesting that the motion proposed in its current form was not detailed enough.
- Joel Fenwick and others spoke against the motion going to a vote, suggesting that such a motion (given its non-binding nature) is not necessary for the decision-making process and this decision could be left to next year’s committee.

Motion **carried by vote**.

Life Membership. Motion for Nicholas Lambourne to be made a life member.

- **Motion:** For the past two and a half years we have all been beneficiaries of the sacrifice and hard work of an important member of our society. This member has altered the trajectory of UQCS in ways that are both measurable and immeasurable. He has given up many hours of sleep and study to provide content for students for free. He has always given more than he has gotten over a period that many would have given up in and to me, that should be our definition for a life member. Whilst there may be those who hold this title to a higher standard, I don’t think they have the moral ground to decide what the bar is because they haven’t sacrificed what Nick has. I think Nick is the perfect example of what becoming a Life Member should reward and we are all fortunate to have experienced UQCS whilst he has been involved. I motion for UQCS to make Nicholas “noodle” Lambourne a life member.

Jack Caperon moved (by proxy), James Dearlove seconded.

- Matthew Low spoke in favour of the motion, noting that Nicholas had made contributions unlike any previous member of the society, and deserved to be recognised for those contributions.
- Anabelle Cooper spoke against the motion, noting that while Nicholas was a valuable member of the society, the society should be careful when it comes to setting precedent for outgoing committee members for lifetime membership.

Motion **carried by vote**.

Meeting declared closed at 20:21.
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LIST OF PROXIES

The following proxies were received:

- Elias Blanch to Anabelle Cooper
- Ella de Lore to Brae Webb
- Jon Taufatofua to Brae Webb
- Taylor Manderson to Jenna Macdonald
- Alexandra Belonogov to Madhav Mishra
- Thomas Le to Madhav Mishra
- Jack Caperon to Matthew Low
- Ryan Kurz to Matthew Low
- Emily Bennett to Nicholas Lambourne
- Logan Senjov to Nicholas Lambourne
- Tom Malcolm to Paul Clarke
- Sheridan Tapsall to Raghav Mishra
- Joshua Baker-Lahey to Sylvia Chen
- Keenan Mccluskey to Sylvia Chen

President's report

To the UQCS Community,

~~I would first like to mention that I should have shaved my head.~~ This year has been a bit of a rollercoaster, to say the least. I want to thank you for electing me to the position in the first place; there is a lot that I've learned in the process and it's been extremely rewarding. UQCS has enriched my university experience infinitely, so being given the chance to give others that same opportunity means a lot to me.

Firstly, I want to give a special thanks to Matt; to say you're an absolute star would be an understatement, and the help you've given this year has been tremendous. Bradley, I can say with a very high degree of confidence that whoever replaces you will not come close to the amount of knowledge you have of the Union and bookkeeping, but I am also certain that you will train your successor well. Thank you to Nick for being someone to look up to; I admire you greatly and I've learned a lot from you (though there is still much to learn). To Alby, Brian, Jack, James C., JimmyD, Kenton, Liv, Paul, Raghav, and Sanni: you've all been instrumental in making this year a success, and I appreciate the hard work you've put in so much. I've come to meet and get to know all of you personally in the last year and without a doubt, you're all outstanding individuals, and at the risk of this sounding like a high school graduation speech, I have no doubt that you'll all do amazing things in life.

There's a lot that we managed to achieve this year that I am proud of. We got off to a strong start, again receiving a historic amount of sponsorship money, and running a great welcome trivia night and BBQ. We made large strides in diversity and inclusion by establishing the inaugural diversity subcommittee and holding a queer trivia night. We also raised a little over two thousand dollars in total for two fantastic not-for-profit organisations, *The Aboriginal and Torres Strait Islander Legal Service* and *Wear it Purple*. We started a podcast called *The Router* where we explore the human side of tech, and we've released five episodes already covering everything from technical writing to all-things-startup. We also started to hold workshops this year, starting with workshops about React and computer vision (which I can now say I know a thing or two about!). Lastly, we started a competitive programming group in Semester 2, which I hope will continue in one form or another next year and will become a significant part of UQCS going forward into the future, especially with regards to team competitions.

Most of all, I am really happy that we were able to run events twice a week, fantastic ones at that. The committee spent a lot of time deliberating over our streaming setup (both our online and in-person one), and I am glad for it; it worked out wonderfully and we were able to continue holding our regular, and flagship events online to a great degree of success. Having the talks this year be recorded meant, quoting a friend, the UQCS YouTube channel "put together is actually an incredible collection of information!" (which I am really glad for). I really wasn't sure how things were going to go this year near the start of March as the events in our calendar started getting cancelled like toppling dominoes, and with not knowing what the lockdown/restrictions would mean for the society, but we did incredibly well thanks to the hard work of the committee.

Nevertheless, there's a lot of carry-on effects that the circumstances of this year will lead to. UQCS' bank balance is at an all-time high and future committees will have to decide how to spend that effectively for the benefit of the society. We missed out on engaging a large number of students due to online events, which we'll have to work hard on, and there's still a lot that we can continue or start to do for our work in outreach. We may have to rethink how we typically do events going forward into the future, and expand them to be more diverse and have a greater social component (provided next year isn't anything like this one). There are also some internal organisational issues we'll have to work towards in the future, but I have strong faith that the incoming committee will be able to do well on all these changes.

Thank you again for the opportunity. I wish the next year's committee the best of luck, and I look forward to seeing how UQCS will change in following years and being part of the community.

Kind regards,

Madhav Kumar Mishra.
UQCS President

THE SECRETARY'S REPORT

I would first like to thank everyone for giving me the opportunity to give back to UQCS as secretary. Over the past year I have cherished working with all of you and I wish everyone the best in their future endeavours, whether that be another year in office or a #committee-free lifestyle.

I, of course, have to acknowledge the tough circumstances we're all in at the moment. I am incredibly, incredibly proud of the work the committee has done in keeping UQCS running throughout the pandemic. In fact, I believe that as a club we have come out of the lockdown bigger and better than ever before, and I have to thank this committee for that.

In consultation with the committee, I made two major organisational changes this year. The first was the introduction of weekly, regular meetings. This was done for a number of reasons; meetings were getting to a ridiculous length early on (upwards of 3 hours) and were hilariously unproductive, and many people were uninformed about the happenings of the club as a result. The introduction of weekly meetings has remedied that somewhat, and I believe has resulted in increased productivity.

The second major change was the introduction of informal named roles within the Puisne (or General) Committee. This increased productivity and encouraged committee members to really make use of their talents and specialise in certain areas, but resulted in some committee members feeling unsatisfied and unenthusiastic about their place in the committee, as well as hesitant to speak out about decisions outside their domain. While the introduction of named roles has been mostly beneficial and I'd like to see the arrangement continue into 2021, there are kinks that need to be ironed out. Rotation of roles and more choice by members as to what they would like to work on would do wonders in this regard.

One of the biggest achievements this year was our twice-weekly events, even throughout the lockdown. I'd like to give a special thanks to Nick Lambourne and James Dearlove. During the pandemic while trying to keep committee running smoothly, they took on the informal role of Events Coordinators, and have managed to pull off two events nearly every single week. Their hard work behind the scenes to plan, stream and deliver an unprecedented events calendar cannot be appreciated enough. On a personal note, to Nick, thank you for your incredible guidance as I transitioned into a leadership role in UQCS. I wish you all the best in your committee-free future.

I believe we've also succeeded in making UQCS a more welcoming place for all. A large part of this is thanks to Madhav. In particular, your unrelenting outgoingness has allowed us to spread the good word of UQCS to places we would not have even thought possible. You have done a great deal in breaking the "old boys" attitude of UQCS in the past, and your leadership has helped us become one of the most welcoming places on campus. In addition, thanks so much to Eli, Mallika and Owen for being part of our inaugural Diversity Subcommittee behind the scenes ensuring that UQCS remains an open and accepting society. I'd love to see the Diversity Subcommittee initiative push forward into the future, bigger and better than ever before.

Finally, I'm very proud of how we have managed to secure and pull off our flagship events despite the circumstances. CodeJam, Industry Panel and High Frequency Networking last week went mostly without a hitch, despite being 100% online. Many of our events are thanks to Bradley acting as an invaluable bridge to both the Union and faculty. You will be sorely missed, and yes, I'll watch *Lord of the Rings* sometime in the next 12 months.

Finally, to the rest of committee. Thanks Sanni for hooking us up with the freshest designs. Thanks Alby for your social posts and thanks James Copperthwaite for assisting with sponsors! Thanks Kenton for your commitment to regular emails and your assistance with the competitive programming group. Thanks Paul for your workshop prowess, and Liv for leading many episodes of our new *The Router* podcast! Finally, thanks to Brian, Jack and Raghav for your excellent work in the first half of the year; although you couldn't join us for the second half of the year, your impacts were definitely felt. Jack, your guidance was especially appreciated as a new secretary moving into the role.

I hope to continue in some capacity as an active member of committee, but if not, thanks once again to all of you for the opportunity. I see a bright future ahead for this club.

Sincerely,
Matthew Low
UQCS Secretary

Date: October 3, 2020.

Treasurer's Report

Bradley Stone

In summary, the University of Queensland Computing Society opened the financial year on the 1st of September, 2019, with \$6'250.34, and closed on the 31st of August, 2020, with \$16'345.41, a net gain of \$10'095.07. Credit transactions totalled \$28'416.99 and debit transactions totalled \$18'321.92.

There are two major reasons for this massive net gain, both COVID-19 related:

- a) The cancellation of physical events consequenced a monumental reduction in pizza purchases. The 2019 audit period saw 1'331 pizzas purchased, while 2020 had only 31.56% of that amount, resulting in \$5'219.24 less being spent on pizza. This great financial surplus from this great pizza deficiency was somewhat redirected to other purposes, most notably to the purchase of streaming equipment for the Society.
- b) The 2020 audit period did not contain a UQCS Hackathon (an inverse of the 2019 audit period, which contained two). Based off of the 2019 cost, the closing balance would have been approximately \$10'000 had the UQCS Hackathon happened before the 31st of August.

The Society's income, categorised, during the audit period is as follows:

Category	Total
Annual Sponsorship Payments	\$ 12'276.15
Membership Fees	\$ 3'417.43
Grants	\$ 3'221.62
Sales of Tickets	\$ 2'858.73
Merchandise Sales	\$ 2'005.38
Joint Event Reimbursement	\$ 67.58

The Society's expenditure, categorised, during the audit period is as follows:

Category	Total
Pizza	\$ 3'077.56
Acquisition of Merchandise	\$ 2'448.46
Equipment	\$ 1'983.37
"Festivities"	\$ 1'533.60
Advertising & Marketing	\$ 1'418.14
Donations	\$ 1'000.00
Freight & Delivery	\$ 556.76
Joint Event Payment	\$ 507.00
Volunteer Costs	\$ 400.29
Non-Pizza Catering	\$ 370.53
Fees & Permits	\$ 303.61
Prizes	\$ 80.00
Printing & Stationery	\$ 70.00
Bank Fees	\$ 2.50

Additionally, during the audit period, the Society had several net-zero areas, which are as follows, categorised:

Category	Total
Erroneous Bank Transfer Holding	\$ 4'270.10
Cash Float	\$ 300.00

This year, the Society moved their accounting software from Google Sheets to Xero. In future this, this will provide vastly greater enlightenment into the finances of the Society. One such feature allows tracking of expenditure by event, which will prove useful in future years for easily budgeting events accurately. Unfortunately, this requires a year of normality to get usable data, and so will first be useful in 2022.

Finally, a note for the future – the Society's money is the members' money. The committee should strike a balance between maintaining a reserve and hoarding the funds like a dragon.

Financial Audit

SUBMISSION DEADLINE: 11th September 2020

Club Name / Society (Full title and acronym)	University of Queensland Computing Society
Date Submitted	1st Sept, 2020
Bank Account No	06-4158 / 1081-9549
Audit Period	1 September 2019 - 31st August 2020

CHECKLIST

Please submit the full checklist below via Zip File or Dropbox. Incomplete documentation will be returned to clubs for resubmission.

- ☐ **General Ledger** – incoming and outgoing expenses.
- ☐ **Receipts** (digital) for all income and expenditure (numbered and named on General Ledger).
- ☐ **Bank statements** (From 1 Sept to 31 Aug for relevant year).
- ☐ **Deposit books** (if applicable. Hard copy accepted.)
- ☐ **Receipt books** (if applicable. Hard copy accepted.)

a	Start of audit period balance / Opening bank balance (1 Sept – 31 Aug)	\$ 6'250.34
b	Yearly income (General Ledger)	\$ 28'416.99
c	Yearly expenses (General Ledger)	\$ 18'321.92
d	Balance at end of period / End of period bank balance (31 Aug)	\$ 16'345.41

Regulation R190.1 (l) states: a club who fails to be audited annually may attract disciplinary action. Disciplinary action may occur due to:

- Submission of financial documents after the deadline.
- Documents submitted are incomplete
- Audit failed due to inaccurate records and book keeping
- AGM not held before 31st October

For any concerns regarding the audit request form or process please check the UQ Union website.

I declare these books are a true indication of the club's financials transactions for the audit period.

Treasurer Name: Bradley Stone **PROCESSED** Date: 1st Sept 2020

Signature: _____

Approved by C&S Manager

Signature:  Date: 31/8/2020