

Minutes of October 2007 Meeting of the Northampton Branch BCS Committee

Meeting Held 8pm, 18th October 2007 at The Turnpike Beefeater Harpole

Present

Susan Bailey – ELO, Female Membership Officer
Johnny Beardsmore – YPG (Professional)
Malcolm Collins – Chair Person
Richard Cooper – Treasurer
Dave Ellard – Webmaster
Andrew Page – Public Relations Officer
Paul Squires – Secretary, Membership Secretary, Email Co-ordinator
Graham Wallace – General Committee Member

Apologies

Mustafa Al-Hijaj– General Committee Member
David Pymont – YPG (Student)

Minutes of the last meeting

Minutes for the last meeting were accepted.

Matters Arising

Actions Review

Action Ref	Action	Responsible	Complete
0807-01	Prepare a questionnaire along the lines discussed in August Committee for approval at 20 th Sept event	Richard	Yes
0807-02	Prepare a draft budget for approval at 20 th Sept event	Richard	Yes
0807-03	Confirm and book venue for Sept '07 event	Johnny / Malcolm / Sue	Yes
0807-04	Issue email shot to members regarding Sept and Oct events plus the years event calendar	Paul	Yes
0807-05	Update Website with confirmed venue and details for Sept and Oct events	Dave/Richard	Yes
0807-06	Monitor response to email shot to gauge numbers likely to attend Oct '07 event, report back so that appropriate lecture theatre can be booked	Paul	Yes

Treasurers report

The treasurer reported that of the current budget of £2150 there is approximately £1600 remaining. This is after the University of Northampton invoices had been settled.

A budget for next years allocation has been entered for ~£2500, which includes the student prize funds.

Membership report

The membership secretary advised the meeting that the statistics were as follows as at 17th October 2007.

764 Members, 643 with Northampton as Prime branch, 121 secondary

123 Female, 634 Male, 7 Undefined

556 Members

13 Fellows

158 (Members and Fellows) are CITP (no change from August),

47 Affiliate

49 Associate

99 Student

Current Programme

Date	Responsible	Details
25 th Oct 07	Andy	<p>“Mind the skills gap”</p> <p>The venue has been confirmed based on email feedback. The event will be held in Holdenby Lecture Theatre 2.</p> <p>Estimated numbers are 40-60 people, and this has been set as the expectation for the speakers.</p> <p>Sue has ordered 20 units of food and 40 of drink.</p> <p>It was noted that those of the Committee who are attending should be prepared with some questions in case none are forthcoming from the floor.</p> <p>New action 1007-01 Paul to send reminder email out</p>
Dec '07	Malcolm	<p>Xmas event</p> <p>The voting result gave Holiday Inn at M1 J16 as a clear winner therefore Malcolm has booked the event and the letter from the venue confirming the booking has been received.</p> <p>2 tables of eight @ £35/head, and 3 rooms at a special rate of £50/couple including breakfast have been reserved</p> <p>As we are funding a £7 discount for members, pricing for attendees will be Members £28. non-members £35.</p> <p>Deposits for this are required urgently, new action 1007-02 Chairman to provide Email co-ordinator with mail shot content, Email co-ordinator to issue. This will request deposits and give attendees a chance to decide on their menu selections/wine.</p> <p>Richard has chased HQ for the deposit cheque</p> <p>New action 1007-03 Richard/Malcolm to collect monies and pass to HQ for paying in.</p> <p>New action 1007-04 Richard to raise cheque through HQ for balance to go to Hotel by 10/11/07</p>

		New action 1007-05 Malcolm/Paul to issue email shot requesting remaining monies and menu/wine choices
Feb '08	Sue	<p>“What would light the fire of the female BCS?”</p> <p>A potential speaker from the national ladies group with an offer to speak has contacted Sue.</p> <p>The lunch event is probably going to be held at Sunley which will hold 100 people, the boys can attend for this but will then have to leave..</p>
Apr '08	Malcolm	<p>“Wide Area Data Services”. & wireless broadband technologies.</p> <p>The speaker presented to Coventry branch in September and the event went down very well, and attendance was decent, 32 people.</p> <p>At present no date or venue have been arranged, however the speaker has been primed for some time in April.</p>
June '08	All	AGM and student prize giving

Any Other Business

Branches Congress

It is thought that Mustafa did not attend, Kerry Earl did not meet him, as yet no expenses claim raised, therefore no update on the congress.

Student prizes

The committee discussed the allocation of prizes for the coming year and it was felt that further thought should be given to the precise details with thoughts to be recorded on the BCS discussion area.

New action 1007-06 Malcolm to create new discussion thread, and send the committee the details on the funding application, others to contribute.

Initial thoughts were:

- 1 prize for Primary School
- 1 prize for Secondary School
- 1 prize for Further Education
- 2 prize for Higher Education

New action 1007-07 for Sue to see if Northampton LEA will let us use their distribution system for a mail shot to advertise to the necessary people

Date of Next Meeting

15th December 2007, 7pm

Actions

Carried Over

Action Ref	Action	Responsible	Target Completion
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New

Action Ref	Action	Responsible	Target Completion
1007-01	Reminder email shot for October event	Paul	22/10/07
1007-02	Email shot for xmas deposits	Malcolm/Paul	22/10/07
1007-03	Collect monies and submit for banking into BCS account	Richard/Malcolm	15/12/07
1007-04	Arrange for HQ to pay balance of xmas event by deadline	Richard	10/11/07
1007-05	Issue mail shot requesting balance and menu selections for xmas event	Malcolm/Paul	mid Nov
1007-06	Create new discussion thread and provide details of student prize fund application to rest of committee	Malcolm	end Oct
1007-07	Liaise with Northants and see if we can use their distribution system to advertise student prizes	Sue	15/12/07