

Minutes of October 2008 Meeting of the Northampton Branch BCS Committee

Meeting Held 8:00 p.m. 16th October 2008, Harpole Beefeater

Present

Malcolm Collins – Chair Person
Richard Cooper – Treasurer
Andrew Page – Public Relations Officer
Paul Squires – Secretary
Graham Wallace – Membership Secretary, Email Co-ordinator
David Niven – General Committee Member
Gary Hill – Guest from University of Northampton

Apologies

Susan Bailey – ELO, Female Membership Officer
Dave Ellard – Webmaster
Johnny Beardsmore – YPG (Professional)

Minutes of the last meeting

Minutes for the last meeting were accepted.

Matters Arising

Actions Review

Action Ref	Action	Responsible	Complete
0908-01	Supply Sue with numbers required for food at 2 nd Oct event	Dave E	Yes
0908-02	Mailshot on 25/09 to advertise Engima Event + Branches Congress material	Graham	Yes
0908-03	Publicise Enigma event on local radio on 29/09	Andy	Yes
0908-04	Obtain pricing and availability for Tue, Wed, Thu in last week of April '09 for Bletchley Park guided evening tour	Graham	Yes
0908-05	Obtain pricing and availability for venues in Kettering to hold 6 th Nov event	David N	Yes
0908-06	Research events for Xmas do and provide shortlist for next committee to decide on	Laura	Yes
0908-07	Johnny, Richard to Provide profiles to webmaster for upload (if not already done). Webmaster to upload	Johnny / Richard / Dave	50%
0908-08	Get in touch with Claire Davenport to progress our ideas on student prizes	Sue	No

Treasurers report

£275 spent according to HQ reports, however treasurer knows of a further £675 to go out as per breakdown below. This leaves £450 for the laptop prize and £800 for the remaining events.

£161 expenses
£325 for Enigma event
£180 due to Johnny for the Bowling event

Membership report

836 total members which is 3 up on last month.

It was agreed that Gary Hill and Sue Bailey would advertise the laptop event attendance draw to their student communities by email to try and encourage higher student membership and attendance at events (Action 1008-01).

Current Programme

6 th Nov '08	<p>What have the Romans ever done for the computer industry?</p> <p>David Niven reported available venues, the committee authorised a booking for the George Hotel, Kettering for 50 people with 25 buffet at £4.50 each and 40 Teas and Coffees at £1.50 each.</p> <p>Talk will take place at 7:30 with food to be delivered at around 8:30-8:45</p> <p>New Action 1008-02 – DN to book accommodation</p> <p>New Action 1008-03 – DE to update website with final details</p> <p>New Action 1008-04 – AP to issue publicity</p> <p>New Action 1008-05 – All to manufacture badges in time to wear for event</p>
Dec '08	<p>Xmas event</p> <p>The treasurer's partner, Laura has researched possibilities, and MC has a couple of others. The master list to be created and distributed (Action 1008-06) to committee.</p> <p>Once issued, all committee members to select their 1st, 2nd and 3rd preference, and send details to MC. MC will collate scores and issue result. (Action 1008-07).</p>
15 th Jan '09	<p>Agile Development Project Management</p> <p>It was decided that MC would approach Fan to book a lecture theatre at Cranfield as the Project Management theme is likely to draw a crowd. (Action 1008-08)</p>
19 th Mar '09	<p>Technology Transfer from Motor Sport to Road Cars, Prodrive</p> <p>Malcolm has agreed a visit to the new OU building offered by a member at the AGM. The speaker from Prodrive has agreed to bring two sample vehicles so the event is likely to be popular and interesting.</p>
21 st May '09	<p>AGM</p> <p>It was decided that this would be held at Avenue Campus of UON. Gary Hill has agreed to book room MB8 which will hold approx 80 people. Tea and Coffee to be placed in MB6. (New Action 1008-09 MC to confirm)</p>

Future Programme

September '09 first meeting in season, other branches have a sit down meal and networking event, this sounds like a good idea to be pursued.

Andy is looking into a modified re-run of the popular Mind the Skills Gap event, MC suggested putting a "skills for the credit crunch" slant on it.

Malcolm has agreement from a speaker who did a well regarded event at Coventry on Video Conferencing, including a demo across different rooms.

IT in music – David Niven's potential contact has moved on because he got a bounced mail, and it pursuing the alternative contact detailed therein.

Colossus – a follow up to the Bletchley Park event. Committee agreed that Graham would book this for 21st May '09 (Action 1008-10). There will be a limit of 40 people and the committee agreed to subsidise members but not non-members. The costs will therefore be Members £5.00, non-members £7.50.

The format of the event will be a lecture by Tony Sale followed by a tour of the Colossus museum.

ITIL talk from the business IT lecturers at the University of Northampton. Action 1008-11 SB to arrange this.

A re-run of the SuperWASP talk. Johnny to investigate possibility (Action 1008-12)

Any Other Business

Web profiles not posted for Richard or Johnny after email from chair on 29th July. Action 0908-07: provide profiles to Webmaster (if not already done) and webmaster to upload.

Malcolm advised the meeting that our BMC mentor has not changed, and is still Mary Clarkson, there was an error in the information from HQ.

DN has a voice recording device which he has used successfully in the past. It is our intention to try this for the November event and if good results branch to consider the purchase of a similar unit.

Date of Next Meeting

Late November by audio conference. MC to confirm date.

Actions

Carried Over

Action Ref	Action	Responsible	Target Completion
0908-07	Johnny, Richard to Provide profiles to webmaster for upload (if not already done). Webmaster to upload	Johnny / Richard / Dave	ASAP
0908-08	Get in touch with Claire Davenport to progress our ideas on student prizes	Sue	ASAP

New

Action Ref	Action	Responsible	Target Completion
1008-01	Advertise the laptop event attendance draw to their student communities by email	Sue / Gary Hill	ASAP
1008-02	Book venue and food for November event	David N	ASAP
1008-03	Update website with final details of November event	Dave E	ASAP after 1008-03
1008-04	Issue finalised publicity	Andy	ASAP after 1008-03
1008-05	Manufacture name badge for wearing at events	All	06/11/08
1008-06	RC send Xmas suggestions to MC, MC compile master list and issue to committee	Richard / Malcom	End Oct
1008-07	All to return 1 st , 2 nd , 3 rd Xmas preference to Malcolm, Malcolm to return results.	All	06/11/08
1008-08	Arrange Cranfield venue for 15 th Jan '09 event	Malcolm	End Nov
1008-09	Confirm that Avenue campus is booked for AGM	Malcolm	End Feb
1008-10	Book Colossus event for 21 st May '09	Graham	Next Committee
1008-11	Arrange future event on ITIL from the business IT lecturers at the University of Northampton	Sue	End Jan
1008-12	Arrange future event on SuperWASP	Johnny	End Jan