

Minutes of May 2009 Meeting of the Northampton Branch BCS Committee

Meeting Held 8:00 p.m. 28th May 2009, Harpole Beefeater

Present

Susan Bailey – ELO, Female Membership Officer
Malcolm Collins – Chair Person
David Niven – General Committee Member
Andrew Page – Public Relations Officer
Paul Squires – Secretary / Acting Treasurer
Graham Wallace – Membership Secretary, Email Co-ordinator

Apologies

Dave Ellard – Webmaster
Johnny Beardsmore – YPG (Professional)
Gary Hill – Guest from University of Northampton

Unknown (no Apology)

Richard Cooper – Treasurer

Minutes of the last meeting

Minutes for the last meeting were accepted.

Matters Arising

Actions Review

Action Ref	Action	Responsible	Complete
1008-05	Manufacture name badge for wearing at events	Andy	ASAP
1008-11	Arrange future event on ITIL from the business IT lecturers at the University of Northampton (for January '10 / February '10)	Sue	By Jan 2010
1008-12	Arrange future event on SuperWASP	?	
0209-04	Arrange Business Continuity event for Oct '09	Paul	By Sep 2009
0209-05	Arrange Digital Media Technology event for Nov / Dec '09	David N	By Nov 2009
0209-06	Arrange Skills for the credit crunch / recovery event for Mar '10	Andy	By Mar 2010
0209-07	Arrange Health Data Network event for May '10	Dave E	By May 2010

Any Other Business

Review of BCS Member Groups Conference

1) BCS Transformation

The meeting was advised that the BCS are changing to target a global audience becoming the professional body for Chartered IT similar to other professions. To accompany the transformation will be a new logo, stationary and website. The branch website can transfer over to HQ templates so it keeps the look and feel consistent.

There will be a lot more functionality and usability enhancements on the new website to bring us in to line with social networking and blogging as exists elsewhere as well as organisation being much easier to find.

This is scheduled to happen on the weekend of 18th September 2009.

II) Treasurers Meeting

The meeting was advised that the financial year has been altered to run from September 1st to August 31st. This means that the FY08-09 is being extended by 4 months. We are therefore being asked to submit a mini budget request to cover 4 months between May and August this year to be taken out of the 09-10 budget allocation which will run for 8 months to 30th April 2010. In the Treasurers report figures are given for what has been requested. At the present time it is unknown what is going to happen after the 8 month period ending 30th April 2010.

Also unknown at present is whether we will be required to hold a second AGM in September due to the change in financial year. This will be confirmed by HQ in due course.

III) WebEx

Andy gave a presentation at the conference regards how much benefit we gained by using teleconferences instead of face-face meetings. This was put in terms of KG of CO² saved due to not travelling, plus the functionality we were able to take advantage of. Apparently HQ are going to be introducing their own variant of this service as part of the transformation.

Treasurers report

Treasurer advised the meeting that as of the Year End we had overspent our 2008-09 allocation of £1836 by £537. We have received no Response from HQ regards our application for an overspend.

The Special Projects Laptop prize has been purchased and gone through now.

Our allocation for 2009-10 (May to April) is £2072 against our budget request of £4270.

Treasurer and Chairperson have agreed breakdown of allocation as follows:-

May – August	£350.00
Sep 09 to May 10	£1,722.00

Misc allocations

Audio Conf	2 x £90
Committee	3 X £75

Events

Colossus (May 09)	£112.50	Assuming all members being subsidised
AGM (June 09)	£120.00	
Sit down meal (Sep 09)	£145.00	
Business Continuity (Oct 09)	£235.00	
Digital Media Technology (Nov 09)	£235.00	
Xmas meal	£120.00	
ITIL (UoN)	£235.00	
Sue/Rashmi	£185.00	
Skills for the Recovery	£285.00	More speakers therefore higher speakers expenses

The general budget for an event being as follows:-

Stationery/Advertising	£45.00
Postage/Envelopes	£20.00
Room hire	£50.00
Speaker's expenses	£50.00
Catering	£70.00
TOTAL	£235.00

Membership report

879 total members, 7 new this month, which makes 77 up since the start of this year.

Current Programme

24 th June '09	<p>AGM Venue booked. Refreshments to be confirmed following budget allocation of £120.</p> <p>Prize draw laptop was shown to the committee by the chairperson, and the program developed to do the draw demonstrated. All agreed that the specifications of the machine should be published to participants to encourage them to attend the AGM.</p> <p>Action 0905-01 Malcolm to email people entered into prize drawer advising them, and of the laptop specifications / prompting them to attend the AGM to collect prize if they win.</p> <p>Action 0905-02 Graham to take what Malcolm puts out and tailor for general AGM announcement to normem list.</p> <p>Possible committee makeup for new year as follows:</p> <table border="1" data-bbox="359 1352 1442 1901"> <thead> <tr> <th>Position</th> <th>Nominee</th> </tr> </thead> <tbody> <tr> <td>Chairman (must be CITP)</td> <td>Malcolm Collins MBCS CITP</td> </tr> <tr> <td>Secretary</td> <td>Andrew Page MBCS</td> </tr> <tr> <td>Treasurer</td> <td>Paul Squires MBCS CITP</td> </tr> <tr> <td>Membership Secretary / Email Co-ordinator (Must be CITP)</td> <td>Graham Wallace MBCS CITP</td> </tr> <tr> <td>Education Liaison Officer</td> <td>Gary Hill MBCS CITP</td> </tr> <tr> <td>Female Membership Officer</td> <td>Susan Bailey FBCS CITP</td> </tr> <tr> <td>Young Persons Group</td> <td>?</td> </tr> <tr> <td>Public Relations</td> <td>Andrew Page MBCS & Malcolm Collins MBCS CITP</td> </tr> <tr> <td>Webmaster</td> <td>David Ellard MBCS</td> </tr> </tbody> </table>	Position	Nominee	Chairman (must be CITP)	Malcolm Collins MBCS CITP	Secretary	Andrew Page MBCS	Treasurer	Paul Squires MBCS CITP	Membership Secretary / Email Co-ordinator (Must be CITP)	Graham Wallace MBCS CITP	Education Liaison Officer	Gary Hill MBCS CITP	Female Membership Officer	Susan Bailey FBCS CITP	Young Persons Group	?	Public Relations	Andrew Page MBCS & Malcolm Collins MBCS CITP	Webmaster	David Ellard MBCS
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	<p>Student Prizes Theses are to be given at the ceremony's like last year. As yet Malcolm has not</p>																				

	<p>received the names to be awarded and invitations to ceremony's. Sue advised the meeting that the winners from her campus are known now, and are Amy Young, and Laura McCloud. Gary will not know his until 13th June.</p> <p>The prizes are well in hand. Andy will order Bags and USB memory sticks (New Action 0905-04). We have a book each, except one which Sue agreed to source (new action 0905-03). Malcolm will source the certificates and memberships from HQ once the names are all known (New Action 0905-06)</p>
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Future Programme

Committee again firmed up on the schedule for next season as follows:-

September '09 first meeting in season, discussed having a networking buffet. This to follow BCS Transformation announcement so that the committee can answer members questions on the whole thing. The idea being that we should show the HQ promotional videos and then have the buffet and mingle to take questions while networking.

October '09 Paul has a speaker, Mike Hill who has agreed to a date of 17th September. Paul will try to re-arrange in the light of the above to late October instead. The talk will be on Business Continuity (should attract a good crowd from the senior IT types) Action 0209-04 PS to arrange this

November '09 / Early December '09 was due to be David Niven's event. He requires more time to arrange, so the committee decided to swap Dave Ellard's Health Data Network event to this slot. Action 0209-07 updates to reflect this.

January '10 / February '10 ITIL talk from the business IT lecturers at the University of Northampton. Action 1008-11 SB to arrange this.

March '10 Andy's Skills for the credit crunch/recovery event. Action 0209-06 AP to arrange this

April '10 David Niven's event proposal is based on Digital Media Technology (e.g. Compression / Broadcast). Action 0209-05 DN to arrange this

A re-run of the SuperWASP talk. Need someone else to volunteer to investigate possibility (Action 1008-12)

Date of Next Meeting

After AGM, new committee

Actions

Carried Over

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1008-05	Manufacture name badge for wearing at events	Andy	ASAP
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New

Action Ref	Action	Responsible	Target Completion
0905-01	Email people entered into prize drawer advising them	Malcolm	Min 14 days before 24/6/09
0905-02	Take Malcolm's email and generalise for the AGM announcement to normem	Graham	Min 14 days before 24/06/09
0905-03	Arrange for invites to ceremony's for prize award and provide book prize	Sue	Before Ceremony's
0905-04	Obtain rest of student prizes (bag / memory keys)	Andy	Before Ceremony's
0905-06	Obtain certificates, membership vouchers for student prize winners from HQ	Malcolm	Before Ceremony's (if possible)