

BCS Birmingham Branch

Committee Meeting - Minutes

Location:	Zoom Meeting (<i>online</i>)
Date:	2024-02-26
Time:	18:30 GMT

Attendance

- a. Jake Foster
- b. Alan Ma
- c. Tom Goodman
- d. Jacob Wilson
- e. Drew Connor
- f. Marc Hundley
- g. Terry Bounds
- h. Emmanuel Badger
- i. Enobong Ebitu
- j. Babajide Ogunjobi
- k. Damilare Akinkaja

- 1. Apologies** **JF**
There were no apologies recorded.
- 2. Adoption of Agenda** **All**
The meeting Agenda was adopted by all.
- 3. Minutes of meeting on 2024-02-13** **All**

It was agreed that the minutes of the AGM cannot be adopted by a committee meeting, but only by another AGM. Subsequently, the minutes of the AGM were noted by the Committee.

4. Induction of new Joiners All

New joiners were taken through what the committee does. The following were noted:

- The committee organizes 4-8 talks in a year, with the main purpose being to build a community in Birmingham.
- They're also responsible for the students' awards for the 3 Universities in Birmingham (BCU, UB and Aston Uni).
- BCS has a full induction pack for committee members

5. Committee member roles All

- **Mandatory**
 - **Treasurer***
TG was nominated by DC and seconded by JF
 - **Inclusion Officer**
DC nominated by TG was seconded by Marc Hundley.
- **Recommended**
 - **Secretary**
 - Babajide Ogunjobi was nominated by Tom Goodman and seconded by Jacob Wilson
 - **Publicity Officer**
Enobong Ebitu was nominated by Emmanuel Badger and seconded by Damilare Akinkaja
 - **Webmaster**
Enobong Ebitu was nominated by Terry Bounds and seconded by Jacob Wilson
 - **Email Coordinator**
Emmanuel Badger was nominated by Marc Hundley and seconded by Jake Foster.
 - **Membership Secretary***
Damilare Akinkaja was nominated by Emmanuel Badger and seconded by Tom Goodman.
- **Optional**
 - **Education Liaison Officer**

Emmanuel Badger was nominated by Jake Foster and seconded by Enobong Ebitu

- **Industry Liaison Officer**

Drew Connor was nominated by Marc Hundley and seconded by Jake Foster.

- **Community Engagement Officer**

Tom Goodman was nominated by Terry Bounds and seconded by Jacob Wilson

6. Chair's Actions **JF**

- JF stated that Basecamp access has been granted to all new Committee Members. This is the platform where all collaboration takes place.

7. Treasurer's Report **?**

TG will update the house in good time.

8. Webmaster's Report **?**

JF stated that the website needs to be updated. EE to provide updated information to Kerry

9. Meetings/Events **All**

- **Legal Tech Event**

AM updated the house on the event as follows:

- ❖ The speaker of the event is a Legal Engineer. The title is an intersection between Law and Technology.
- ❖ Details of what to be talked about to be sent by the end of Month.
- ❖ The event will be listed on EventBrite and will not be recorded.
- ❖ It will be a hybrid event with both in-person and online attendees.
- ❖ The capacity of the hall for in-person attendance is 88 people. Final decision on numbers for refreshments to be made a week before the event.
- ❖ JF to bring along the BCS banners and other branding materials.
- ❖ Kerry to get it in the magazines and to discuss issuing certificates to participants.

- 10. Student Awards** **?**
- Contacts with the Universities happen around June each year.
 - It was agreed that the current format of giving the awards to Computer Science students should continue.
 - AM to help with re-establishing contact with BCU and Aston University. TG to do the same with University of Birmingham.
- 11. Branch Strategy 2024** **All**
- Budget allocated for 4 in person calendar events. 1 of them being the Legal Tech event.
 - The accounting year of the group runs from August till August of the next year.
 - MC suggested that the Branch could partner some events from the community and make them into BCS events, giving it the needed support and boosting community engagement. The Branch could also give monetary sponsorship to organisations needing support (usually less than £200)
 - EE suggested that the Branch can participate in job fairs organised in Birmingham and set up branded stands, tables, or booths as a way of promoting BCS and the Birmingham Branch of it.
 - DA suggested we could do some events with Accenture or company specific. TG cautioned care.
- 12. AOB** **All**
- TG offered to host the Committee for the next meeting in the City Centre.
 - TG congratulated JF for successfully chairing his first Committee meeting. This was seconded by JW and echoed by all Committee members.
- 13. Proposed Dates of next meetings** **All**
- The next Committee meeting is scheduled for 25th of March 2024 at 6:30pm
 - This will be an in person meeting and will hold at 37 Temple St, Birmingham B2 5DP
 - Subsequently, committee meetings will be held alternatively online and in person.