BCS Birmingham Branch
Committee Meeting - Agenda

Location:	**Zoom Meeting (*online*)**
Date:	**2024-02-26**
Time:	**18:30 GMT**

1. **Apologies**   **JF**

2. **Adoption of Agenda**   **All**

3. **Minutes of meeting on 2024-02-13**   **All**

4. **Induction of new Joiners**   **All**

5. **Committee member roles**   **All**
    - **Mandatory**
        - **Treasurer***
        - **Inclusion Officer**
    - **Recommended**
        - **Secretary**
        - **Publicity Officer**
        - **Webmaster**
        - **Email Coordinator**
        - **Membership Secretary***
    - **Optional**
        - **Education Liaison Officer**
        - **Industry Liaison Officer**

      ○ **Community Engagement Officer**

6. **Chair's Actions**   **JF**

7. **Treasurer's Report**   **?**

8. **Webmaster's Report**   **?**

9. **Meetings/Events**   **All**
   - **Legal Tech Event**

10. **Student Awards**   **?**

11. **Branch Strategy 2024**   **All**

12. **AOB**   **All**

13. **Proposed Dates of next meetings**   **All**