The Australian National University
Computer Science Students' Association
Agenda - Meeting 10

2015-01-27 - 18:00 - CSIT N101

#	Time	Details	Lead
	17:30 - 17:35	Welcome	Cait
1	17:35 - 17:40 (5 mins)	1. Minutes of Previous Meeting and Matters Arising 1.1. Actions from Previous Meetings	Ben R
2	17:40 - 17:45 (5 mins)	2. Treasurer's Report	Stuart
3	17:45 - 18:00 (15 mins)	3. Update from Committee Members 3.1. Past Events 3.2. Upcoming Events 3.3. Items for Escalation	All
4	18:00 - 18:10 (10 mins)	4. Major Events	
5	18:10 - 18:20 (10 mins)	5. Projects	
6	18:20 - 18:35 (15 mins)	6. Discussions	
7	18:35 - 18:45 (10 mins)	7. Other Business	
	18:45 - 18:50	Close Next Meeting	Cait

The Australian National University
Computer Science Students' Association
Minutes - Meeting 10
2014-01-27 - 18:00 - CSIT N101

Attendance

Present: Benjamin Roberts, Nick Mobbs, Stuart Herring, Benjamin Martin, Caitlin Macleod
Apologies: Jan Zimmer, Ben Creelman
Absent: Chu Bing, Martin Henscke, Hong You
Guests: Emily Campbell (ANUSA CECS Rep)

Action Summary

Carried over

- Action 2014.3: Jan to buy new lock for Common Room.
- Action 2014.4: Arrange meeting with Paul Melloy (Natalie Young) at Student services for Week 3 (Important/Urgent)
- Action 2014.5: Tutoring Website.
- Action 2014.8: Benjamin Roberts to talk to James Fellows about getting IP access for robot again
- Action 1.1.2: Ben C to finish minutes of AGM and distribute to GAC (Important)
- Action 2.3.2: Stuart to contact Andrew and complete establishment of CSSA PayPal account
- Action 2.3.3: Ben R to finish minutes of Special General Meeting
- Action 3.2.1: Martin to Buy Minecraft Licenses
- Action 4.5.1.1: Keep track of Vote3 development
- Action 4.6.2.1: Track state of common room renovations.
- Action 4.6.2.3: Buying a new fridge
- Action 6.4.1.1: Have the CSSA's coffee machine and new fridge tagged and tested.
- Action 7.1.1: Stuart to attend GAC meeting and chase up and finalise missing EGN8 Orgsync submissions.
- Action 7.3.1: Ben Roberts to update privacy policy for new members by Semester 1 2015.
- Action 8.3.1: Pfalzgraf to Write event template documentation for study event coordinators.
- Action 8.3.2: Martin to contact AIE about Global Game Jam.
- Action 8.4.1.2: Look at organising paintball for weeks 3 or 4.
- Action 8.4.1.3: Caitlin to talk to Jim about potential Barracks/Reload bar events.
- Action 8.7.1.1: Caitlin to write proposal for new Committee model.
- Action 8.7.1.2: Caitlin to write proposal for new Common Room Subcommittee model.

- Action 9.3.1: Write Code of Conduct, Coffee machine instructions and make committee member/contact poster before start of term.
- Action 9.3.2: Stuart to organise thank you dinner for previous committee
- Action 9.7.1.1: Jan to contact Dominos and verify our offer with the new owners.

Actions arising

Minutes

Meeting opened at 18:12.

1. Minutes of Previous Meeting and Matters Arising

MOTION: That the minutes of the previous meeting be accepted.

Moved: Ben Roberts
Seconded: Caitlin Macleod

Motion carried (Resolution 2015/23)

1.1. Actions from Previous Meetings
- Action 2014.3: Jan to buy new lock for Common Room.
  - Addressed in report below.
- Action 2014.4: Arrange meeting with Paul Melloy (Natalie Young) at Student services for Week 3 (Important/Urgent)
  - No progress.
- Action 2014.5: Tutoring Website
  - No progress.
- Action 2014.8: Benjamin Roberts to talk to James Fellows about getting IP access for robot again
  - No progress.
- Action 1.1.2: Ben C to finish minutes of AGM and distribute to GAC (Important)
  - Absent
- Action 2.3.2: Stuart to contact Andrew and complete establishment of CSSA PayPal account
  - Andrew needs to unlink account.
- Action 2.3.3: Ben R to finish minutes of Special General Meeting
  - No progress.
- Action 3.2.1: Martin to Buy Minecraft Licenses
  - Absent.
- Action 4.5.1.1: Keep track of Vote3 development
  - No progress.
- Action 4.6.2.1: Track state of common room renovations.
  - Given dividers and whiteboards. still require filing cabinet and coffee table.
- Action 4.6.2.3: Buying a new fridge
  - No progress.

- Action 6.4.1.1: Have the CSSA's coffee machine and new fridge tagged and tested.
  - No progress.
- Action 7.1.1: Chase up missing EGN8 Orgsync submissions and finalise.
  - Stuart to attend first GAC meeting. Several events approved by Dallas but no remittance advice received.
- Action 7.3.1: Ben Roberts to update privacy policy for new members by Semester 1 2015.
  - Written, waiting for upload.
- Action 7.4.1.2: Nick to organise and coordinate boardgames event with O-Week directors.
  - Discussed in report below. Closed.
- Action 8.3.1: Pfalzgraf to Write event template documentation for study event coordinators.
  - No progress. Will look at when back in the country.
- Action 8.3.2: Martin to contact AIE about Global Game Jam.
  - Absent.
- Action 8.4.1.1: Ben to look at using Vagrant for Installfest.
  - Wrote scripts and prepared base images (VirtualBox).
  - Closed.
- Action 8.4.1.2: Look at organising paintball for weeks 3 or 4.
  - No progress.
- Action 8.4.1.3: Caitlin to talk to Jim about potential Barracks/Reload bar events.
  - Email sent but no response received
- Action 8.7.1.1: Caitlin to write proposal for new Committee model.
  - Documents created.
- Action 8.7.1.2: Caitlin to write proposal for new Common Room Subcommittee model.
  - Documents created.
- Action 9.3.1: Write Code of Conduct, Coffee machine instructions and make committee member/contact poster before start of term.
  - No progress on Code of Conduct. Waiting for photographer to take committee member photos.
- Action 9.3.2: Stuart to organise thank you dinner for previous committee
  - Will send email.
- Action 9.7.1.1: Jan to contact Dominos and verify our offer with the new owners.
  - Absent.

2. Treasurer's Report

The current balance of the CSSA accounts is $6,764.17.

3. Update from Committee Members

Caitlin Macleod (President)
- The domain "www.anucssa.com" has been renewed and we were given the passwords.

- We will be present at Engineering, Science and Computer Science combined BBQ on the Thursday of O-Week
  - Runs 11 till 4.
  - Find someone to attend.
- Market day stall
  - Stuart is helping for the morning
  - Requirements available on the Google Drive
  - Will have advertising material to share from Engineering
- Kiwi Pycon
  - Have reimbursed participants however have not received ANUSA funding yet.

Jan Zimmer (Vice-President)
- Ordered the membership cards. Should be making it to the CSSA within a week.
- The photographer would like to only do one session for taking our pictures. I don't think that we can do this before O-Week and get everyone as we simply won't have everyone in one go before semester starts. If you guys manage to work out some time however, I'm happy to inform the photographer of such.
  - Make a doodle poll.
- The lock is currently on hold till Janette comes back from her holidays (29th Jan.). She's the building custodian and I have to go through her to talk to F&S.

Benjamin Roberts (Secretary)
- Wrote the update to the privacy policy.
  - Needs to be uploaded by someone with website access.
- Installfest
  - Prepared prebuilt images for COMP1100/1130 and COMP2300
- CSSA Servers
  - Looking to deploy VM cluster on server stack for members to use
  - Will likely include robot, but will make sure peoples data has been copied off.
- Old committee member bank account cards
  - Some appear to still be valid
  - Will need to have them cancelled
  -

Motion: Any Commonwealth Bank Mastercards associated with the ANU Computer Science Students Association One-To-Sign account not held in the names of the President (Caitlin Macleod), the Vice President (Jan Zimmer), the Secretary (Benjamin Roberts), the Treasurer (Stuart Herring) or Nicholas Mobbs be removed from the account.

Moved: Benjamin Roberts
Seconded: Nicholas Mobbs

Motion carried (Resolution 2015/24)

Stuart Herring (Treasurer)

- BAE, Microsoft, IBM and potentially another company owe us money form Careers Fair still.
- Reading room has not payed us for their event.

Ben Creelman (Industry)
- Absent

Pfalzgraf Martin (Education Rep.)
- Running study events for COMP1100 and COMP2100
- Had a meeting with Alistair:
  - Large (positive) difference in the SELT reviews for 2600 this past year
  - Wants to run study events for more courses
  - We have been given a bigger budget to run COMP1100, but this limits us to only supporting two courses (no COMP2300)
  - Perhaps run study events for COMP1110 in second semester
- Need to find COMP1100 students during Week-1 to run events later in semester
- Nick and George are taking 2100, could potentially run events
- Will discuss other forms of funding

Nick Mobbs (Social Rep.)
- O-Week boardgames event. See below.

Omid Rezvani (Postgraduate Rep.)
- Monthly munchies running this week
  - Pide to be provided instead of beer, prices on Google Drive
- No response from Paul about budgets yet. Will need to visit him.
- Nickolas Mobbs has an RSA and can be in attendance for future Monthly Munchies
- Looking to run postgrad boardgames event at University House

Hong You (International Rep.)
- Absent

Martin Henschke (??? Rep.)
- Absent

Emily Campbell (CECS Rep.)
- Making fliers containing information about CECS and events
  - Will need details from the CSSA by the end of the week

4. Major Events

4.1. O-Week Boardgames (Thursday)
- ANUSA asked to borrow our boardgames for a Wednesday night event
- XSA wants to be present for our games night (Thursday)
- Will contact ANUPCG and Anime societies
- Nick will complete event brief

- - - Will purchase Turkish pizza and do a Costco run
  - Hasn't been added to the ANU timetable, the ANUSA timetable is the important one.
  - Will talk to Games Capital
  - WIll direct people to event after the Thursday CECS/Science BBQ

4.2. Week 1 Welcome Party

- Hong's event. Absent

4.3.3 InstallFest

- Potentially run before a boardgames night. Will check timetables
- Offered for COMP1100, COMP1130 and COMP2300
- Preconfigured VirtualBox images with Ubuntu 14.04 have been made

5. Projects

6. Discussions

7. Other Business

Close

Meeting closed at 19:05.

The next meeting is scheduled for Tuesday the 17th of February 5:30PM.

Benjamin Roberts   Caitlin Macleod
Secretary   President