

# CSSA Committee Meeting

## Agenda - Meeting #3

*2014-09-28 - 17:30 - CSIT N101*

#	Time	Details	Lead
1	15:30	Welcome	Cait
2	15:30 - 15:40	Minutes of Previous Meeting and Matters --Arising Actions from Previous Meetings	Chu
3	15:40~ 15:55	Treasurer's Update	Stuart
4	15:55~ 16:35	Update from Committee Members	All
5	16:35~17:50	Major events 1.Special General Meeting 2.2310,2600 Study events 3.XSAC 4.Civ V 5.Guest talk 6.EGN8	1.All 2.Pfalzgraf 3.Cait 4.Nick 5. 6.Ben C
6	17:50~18:00	Project 1.CSSAvote3	
7	18:00~18:40	Other Business 1.New Common Room 2.ANUSA clubs & societies ball 3.PyCon Advance Payment	

# CSSA Committee Meeting

## Minutes - Meeting #3

2014-09-28 - 15:30 - CSIT N101

### Attendance

*Present:* Caitlin Macleod, Jan Zimmer, Bing Chu, Ben Martin, Ben Creelman, Nick Mobbs, Omid Rezvani, Hong You

*Apologies:* Ben Roberts, Stuart Herring

*Absent:* Nil

### Action Summary

*Carried over*

*- directly carried over from last meeting:*

- Action 2.3.1: Jan to invoice Microsoft for careers fair
- Action 2.3.2: Jan to investigate and possibly create a CSSA PayPal account
- Action 2.3.3: Special General Meeting get everything prepared.

*-Carried over from previous meetings:*

- Action 2014.1: Ben R to write new sponsorship brochure (important, urgent)
- Action 2014.3: Fix the door (not important, not urgent)
- Action 2014.4: Arrange meeting with Paul Melloy/Student services (important, urgent) -- after #votegate2014
- Action 2014.5: Ben R, Tutoring Website
- Action 2014.6: Stuart to follow up GAC (important, urgent)
- Action 2014.7: Andrew and Caitlin to follow up Alumni guy (medium importance, medium urgency)
- Action 2014.8: Ben R to talk to James Fellows about getting IP access for robot again [Ben R] (medium importance, not urgent) //
- Action 2014.13: Ben C to organise induction for the two new CRSC members and email all 7 people with background information
- Action 2014.14: Caitlin to arrange meeting with Alistair and Janette (important, urgent)
- Action 1.1.2: Ben C to finish minutes of AGM and distribute to GAC (important, not urgent)
- Action 1.7.4.2: Remove 2013-14 committee from mailing list -- after #votegate2014
- Action 1.7.4.3: Review food prices at a future meeting (keep track by Nick)

- Action 1.7.4.4: Arrange for shirts for new committee -- after #votegate2014

### *Actions arising*

- Action 3.2.1: Organising Minecraft Event/Licenses
- Action 3.4.1.1: Caitlin to book SGM turkish pizza

## Minutes

Meeting opened at 15:53

### 1. Minutes of Previous Meeting and Matters Arising

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

**Moved:** Chu Bing

**Seconded:**

**Motion carried (Resolution 2014/09)**

#### 1.1. Actions from Previous Meetings

- Action 2.3.1: Jan to invoice Microsoft for careers fair
- Action 2.3.2: Jan to investigate and possibly create a CSSA PayPal account  
CSSA paypal account should be built in future
- Action 2.3.3: Special General Meeting get everything prepared.  
Cait will talk yo Jess. volunteers for paper count, if Jess need help. :)
- Action 2014.1: Ben R to write new sponsorship brochure (important, urgent)
  - Haven't met w/ cait about industry, after next week
- Action 2014.5: Ben R, Tutoring Website
  - Have not discussed w/ cait/ben
- Action 2014.6: Stuart to follow up GAC (important, urgent)

- Action 2014.7: Andrew and Caitlin to follow up Alumni guy (medium importance, medium urgency) deal in future days.
- Action 2014.8: Ben R to talk to James Fellows about getting IP access for robot again [Ben R] (medium importance, not urgent)
  - Looking promising, We have an extra 14 ports in the N104 which are active. For robot/hosting machines we can either negotiate an extension of Bob Edwards subnet (his call) or get James Ashtons to add us to the CECS self managed subnet. Should have better idea next week.
- Action 2014.14: Caitlin to arrange meeting with Alistair and Janette (important, urgent)
- Action 1.1.2: Ben C to finish minutes of AGM and distribute to GAC (important, not urgent) nearly done.
- Action 1.7.4.3: Review food prices at a future meeting (keep track by Nick)
- Action 2014.3: De-fuck the door (not important, not urgent) general doors, because of the door was broke..remember to use special tech to open the door. API on a thing about the door sensor can reference to the fb page and Cait will put more details about it on Google drive.

*(The following actions can only be done after #votegate 2014)*

- Action 1.7.4.4: Arrange for shirts for new committee -- after #votegate2014
- Action 2014.4: Arrange meeting with Paul Melloy/Student services (important, urgent) -- after #votegate2014
- Action 2014.4: Arrange meeting with Paul Melloy/Student services (important, urgent) -- after #votegate2014

## 2. Treasurer's Report (from Stuart's email)

### Things Completed:

- Ledger up to date (25/09/14)
- GAC approval up to EGN 7 total approval was \$1859.30 (Jan can give more detail if required)
  - spent \$390 on PyCon in advance of GAC payment.

#### **To Do List:**

- Contact PayPal on Monday to find out the process for creating a not-for-profit account with the idea that payments will come out of the MasterCard account and deposits go into the main account.
- Having a PayPal will people to pay us with credit cards and with there being multiple request according to the notes in the careers fair document for non bank transfer payment methods I will start the chasing of invoices after the creation of a PayPal account.

#### Requests:

- Can someone please pay the invoice issued by PARSA for the Welcome Afternoon Tea for ANU CECS postgraduate students on August 12 (The invoice is due on October 3) On a side note Jess did not put a OrgSync request in for our part of this event should we put in a backdated request in?

Stuart Herring

### **3. Update from Committee Members**

#### **Caitlin Macleod [President]**

- Met with Philip Tweedie earlier this week. We need to have a plan about what we want the layout of the room to be. If we want new furniture, send the plan through to him.
- microwave XSA speech
- new microwave can be purchased at later weeks either from physical store or online.
- Cait has the ACcenture BBQ recipes (get money from Accenture & claim money from GAC) 40 ? 75



[Vice-President ]

- how to do communications

#### **Bing Chu [Secretary ]**

- SGM 1& 2 parts should be in the same document.

**Stuart Herring** [Treasurer ]

- Suggestions:
  - All GAC Budget Requests should be submitted by Wednesday 22nd October (Week 12) to GAC 2 meetings to get through the requests and to avoid a possible repeat of what happened this year.
- Miscellaneous:
  - We forgot to inform Pat that we approved Minecraft and as such has not prepared anything for Monday

**Hong You** [International Rep]

- got the receipts from TSA.

**Ben Creelman** [Communications Rep and EGN]

- Poster for a thing or two feat. Cosmic Sans
- Newsletter to go out Monday
- EGN8 update is in the relevant section (4.3)

**Pfalzgraf Martin** [Education Rep.]

- next thu. study event. Daniel check on Tuesday. BenC helps with more communication and print the posters(X20+).
- 2 review sessions upcoming
- need to talk **yo** Stuart about the money

**Nick Mobbs** [Social Rep.]

- Civ posters
- started talking about joint event with XSA's Sarah Martin.

**Action 3.2.1: Organising Minecraft Event/Licenses**

**Ben Roberts** [Industry Rep.]

- Still awaiting ACS response (such surprise)
- Refer to GAC/Treasurer email sent on the 26th if anyone wants to discuss it

**Mojtaba Rezvani** [Postgraduate Rep]

- MM ESA pay for i 226.30\$ . email the receipt
- every year talk to Paul Melloy for money for both ESA &CSSA. maybe talk to Paul this or next week.

**Probie Offner**

- MInecraft is not going to happen on Monday :/

## 4. Major Events

### 4.1 Special General Meeting (All)

- time overlaps with ANUSA College Representative Council Meeting(6 pm). start earlier?
- time still the same. General Meeting should try to keep its time.
- Suggest Jen to make a video, speak beforehand(though might not have many people show up). She can find someone to answer qs addressed to her.

### SGM timing

- set laptop in front of the speaker to remind the time.
- joke question 'detection?' address candidates have the rights to choose answer a question or not.
- exec 2 mins
- general/ postgrad. rep. 1 min.
- common room officer 30 sec
- Question time: 30 per/response X 2.
- Physical clock

### Action 3.4.1.1: Caitlin to book SGM turkish pizza

### 4.2 2310, 2600 study event (Pfalzgraf)

- stuart will help with the pizza booking.

### 4.3 XSAC (Cait & David)

overlap with 2600

### 4.3 Civ V (Nick) This Friday!

have posters, and rooms booked, talk to Stuart for turkish pizza, need credit card.

### 4.4 Guest talk (16 Oct. 12:00) Cait is taking care of this for now.

### 4.5. EGN8-bit

#### 4.5.1 EGN subcommittee should be formed according to meeting #2

Done

#### 4.5.2 Issues about borrowing equipment

May have to escalate

#### 4.5.3 Bean bag beans \$50 budget

Not needed (as yet) will review after new common room

- Theme is 8-bit

- EGN Subcommittee formed - Ben Creelman, Jan Zimmer, David Quarel, Pat Paton, Jess Tsimeris, Nick Mobbs, Mojtaba Rezvani (met on the 28 Sep.)
  - Started planning, lots of good ideas
  - We has much floor plan:
    - N101: Fruit Ninja, Dance Central, Handheld Lounge
    - N102: EGN HQ
    - N108: Sports Games (Fifa, Racing, Dead or Alive)
    - N109: PC Gaming Streaming
    - N110: PC Finals (Dota, LoL, CS:GO)
    - N111: Boardgames :D
    - N112: *Empty*
    - N113: AOE2
    - N114: Quake
    - N115: Halo, 8-bit games, Wii games
    - N116: Minecraft, Wii games
    - Foyer: Live Schedule and registration

Tasks for this week:

- Prepare sponsorship brochure
- Arrange room bookings
- Sort out equipment problem and escalate if necessary

will sets up a TV in the foyer

#### **4.6. IEEEExtreme Thing** (Ben R. organise )

registration closes in 7 days

Things to do:

- Proctors (Weifa and Uwe last year)
- Start advertising for teams (also in XSA)
- Strazdins style required (mixed tab/space, no header guards, segfaults)
- might tell people through email list

## **5. Projects**

### 5.1 CSSAvote3 (<https://github.com/daxtens/vote3>)

does counting, good & stable atm

can run it through Haskell if want to double check before Tue. use paper ballot and do simulation vote for Vote3.

plan to use this system for next meeting whatever that meeting is for ...



## **6. Other Business**

### **6.1 Common Room**

Plan for the space usage. And take suggestions after sgm. invite new committee.

### **6.2 ANUSA Clubs and Societies Ball**

### **6.3 Additional actions**

Congratulate the interim committee on their term and many achievements

## **Close**

Meeting closed at 17:17 28 Sep. 2014

The next meeting is scheduled for 6th Oct. 5:30 pm.  
we might have a 3 committee dining

Chu Bing  
Secretary