

## Minutes

Attendees: Gary Lefman (GL) (Chair), Peter Eldridge (PE) (Treasurer), David Miller (DM) (General Committee), Tom James (TJ) (General Committee), 14 Members

Apologies: Paul Stevens (PS) (Secretary), Tracy King (TK) (Events Officer)

#	Content	Type	Assignee	Due Date
	Meeting opened at 18:30			
1	<b>Welcome, Introductions, and Apologies</b> GL welcomed everyone in the room, introduced PE and DM, and extended apologies for PS and TK.	I		
2	<b>Minutes of 2016 AGM</b> <ul style="list-style-type: none"> <li>Printed minutes (and link <a href="http://goo.gl/4TfP2h">goo.gl/4TfP2h</a>) were shared with attendees.</li> <li>No outstanding items and no matters arising.</li> <li>GL asked attendees to send matters arising later to <a href="mailto:nottm-ch@bcs.org.uk">nottm-ch@bcs.org.uk</a>.</li> </ul>	I I I		
3	<b>Minutes of 2017 EGM</b> <ul style="list-style-type: none"> <li>Printed minutes (and link <a href="http://goo.gl/tUvric">goo.gl/tUvric</a>) were shared with attendees.</li> <li>One outstanding action item related to quorum and ratification was resolved with HQ in good time. No further outstanding items and no matters arising.</li> <li>GL asked attendees to send matters arising later to <a href="mailto:nottm-ch@bcs.org.uk">nottm-ch@bcs.org.uk</a>.</li> </ul>	I I I		
4	<b>Chair's Report</b> <ul style="list-style-type: none"> <li>GL thanked the 2016 – 2017 committee: <ul style="list-style-type: none"> <li>Tom James (Immediate Past Chair);</li> <li>Peter Eldridge (Treasurer);</li> <li>Paul Stevens (Secretary);</li> <li>Tracy King (Events Officer);</li> <li>Rob Snodin (Webmaster);</li> <li>and General Committee Members: Bev Cook, David Miller, and Ste Nadin.</li> <li>Sham Hamayun was introduced as the new Young Professionals Group Representative.</li> </ul> </li> <li>Ten events were held throughout the year, with guest speakers talking on topics ranging from IT</li> </ul>	I I		

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	<p>service management to hot topics like GDPR and security.</p> <ul style="list-style-type: none"> <li>• GL drew attention to the January speaker, Ray Long, BCS Immediate Past President, who talked about the value of BCS membership.</li> <li>• Annual attendance to branch meetings dropped 6% by the end of the 2017 fiscal year. Average attendance for 2015 – 2016 was 42. This dropped to 39 for 2016 – 2017.</li> <li>• GL to raise the topic of event marketing with the committee with the goal of improving attendance figures.</li> <li>• On 2017-08-31 the branch had 1,371 members. Comprising of 82% male, 16% (1/6<sup>th</sup>) female, and 2% undetermined.</li> <li>• GL presented a map of the region covered by the Nottingham and Derby branch, suggesting that there could be an opportunity to incorporate Lincolnshire and possibly Rutland, which appear to not be represented by branch member groups. TJ stated that Lincolnshire became part of Nottingham and Derby branch when the Lincolnshire branch closed.</li> <li>• GL to determine the official position on Lincolnshire from HQ.</li> <li>• Branch membership retention increased 20.2% year-over-year from 2016 to 2017. GL attributed the rise to first time members joining the branch. The year-end figures are 2010:756, 2011:792, 2012:821, 2013:864, 2014:923, 2015:965, 2016:1,090, 2017:1,371. Correct on 2017-08-31.</li> <li>• Branch membership consists of 824 MBCS, 357 AMBCS, 68 FBCS, 64 Student, 40 Other. Chartered branch membership consists of 367 CITP, 146 CEng, 4 CSci. Correct on 2017-08-31.</li> <li>• Three students were awarded the BCS Student Prize consisting of £150, one-year membership of the BCS (AMBCS or MBCS), and a certificate. The winners were: <ul style="list-style-type: none"> <li>○ Mr Houman Brinjargorabi, MSc Computer Science at University of Nottingham, for Promoting the Wider Impact of Computer Science.</li> <li>○ Mr Adam Cripps, BSc Computer Science at Nottingham Trent University, for Best Student in Computer Science Cluster.</li> <li>○ Mr Mark Pastuszka, MSc Computer Science at University of Lincoln, for</li> </ul> </li> </ul>	I		
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	<p style="text-align: center;">Significant Contribution to Computer Science.</p> <ul style="list-style-type: none"> <li data-bbox="304 315 959 678">• Looking forwards, the branch secured special project funding for Raspberry Pi workshops. Funding covers 15 to 20 Raspberry Pi units and a variety of environmental sensors. GL described a potential association with Code Club and local university Student Chapters to deliver code clubs because the branch does not have permanent premises. GL explained that the specifics of this project still need to be worked out.</li> <li data-bbox="304 689 959 902">• GL expressed an interest in attracting students and remote workers to branch events by holding two specialist subject webinars. The purpose is to provide leadership and excellence to the community for those that cannot ordinarily attend monthly branch meetings.</li> <li data-bbox="304 913 959 1238">• Young Professionals Group channels were introduced as a possible way of securing closer relationships with the public sector, healthcare, education, energy, gaming, science, engineering, environment, legal, finance, and transport professions. GL reflected on Sham Hamayun's proximity to the public sector and how this might help the branch to focus on smaller groups of young professionals.</li> <li data-bbox="304 1249 959 1462">• One out of four major universities in the branch region has a BCS Student Chapter. Nottingham Trent University has already been established, but further work is needed to connect with University of Nottingham, University of Derby, and University of Lincoln.</li> <li data-bbox="304 1473 959 1798">• BCS President has asked for greater diversity on Member Group committees. GL explained that the Nottingham and Derby branch committee is already comprised of 40% women, the President's target, but insists that we should do more. There is a need to grow committee membership from a much broader background of industries in IT and computing to improve the value of organised events.</li> </ul>	<p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p>		
5	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li data-bbox="304 1850 959 2031">• 2015 – 2016 expenditure was £2,622: <ul style="list-style-type: none"> <li data-bbox="400 1883 667 1917">○ £1,172 Room Hire</li> <li data-bbox="400 1921 619 1955">○ £797 Catering</li> <li data-bbox="400 1960 699 1993">○ £450 Student Prizes</li> <li data-bbox="400 1998 882 2031">○ £194 Subscriptions to Other Bodies</li> </ul> </li> </ul>	<p style="text-align: center;">I</p>		

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	<ul style="list-style-type: none"> <li>○ £9 Engineering Council Renewals</li> <li>● 2016 – 2017 expenditure was £2,762, an increase of £140. <ul style="list-style-type: none"> <li>○ £1,292 Room Hire</li> <li>○ £697 Catering</li> <li>○ £340 Special Projects</li> <li>○ £200 Speakers Expenses</li> <li>○ £86 Student Prizes*</li> <li>○ £75 Other Costs General</li> <li>○ £72 Subscriptions to Other Bodies</li> </ul> </li> <li>*Chair’s note: All three student prizes were requested and issued by 2017-07-18, but the cost of only one is rendered in the accounts.</li> <li>● PE explained the variance in expenditure and the relation to BCS payment of VAT.</li> <li>● 2016 – 2017 budget was £4,208: <ul style="list-style-type: none"> <li>○ £1,400 Room Hire</li> <li>○ £1,000 Catering</li> <li>○ £1,000 Speakers Expenses</li> <li>○ £808 Student Prizes</li> </ul> </li> <li>● PE explained that special project funding is centrally managed by HQ and does not form part of the branch expenditure.</li> </ul>	<p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p>		
6	<p><b>Election of Officers</b></p> <ul style="list-style-type: none"> <li>● An election was held for the roles of Chair and Treasurer.</li> <li>● GL and PE stood for re-election.</li> <li>● Nominations closed on 2017-10-03. GL stated that PS received no additional nominations before the closing date.</li> <li>● Dalim Basu (DB) (Chair, North London Branch) suggested asking the floor for nominations. GL asked if this was still necessary after nominations had already closed. DB stated it was the way his branch conducts elections. GL asked the floor for nominations. None were received.</li> <li>● Voting was carried out as a show of hands.</li> <li>● Members in favour of GL as Chair: 18, and those against: 0.</li> <li>● GL was duly re-elected as the Nottingham and Derby Branch Chair.</li> <li>● Members in favour of PE as Treasurer: 18, and those against: 0.</li> <li>● PE was duly re-elected as the Nottingham and Derby Branch Treasurer.</li> </ul>	<p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">I</p> <p style="text-align: center;">D</p> <p style="text-align: center;">I</p> <p style="text-align: center;">D</p>		

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	<ul style="list-style-type: none"><li>GL invited members to consider a role on the branch committee and to join the next committee meeting on 2017-12-11 for selection.</li></ul>	I		
7	<b>Any Other Business</b> <ul style="list-style-type: none"><li>No other business was raised before or during the meeting.</li></ul>	I		
	Meeting closed at 18:59			