

THE BRITISH COMPUTER SOCIETY - SOUTH WALES BRANCH

The third meeting of the 2002/3 committee of the South Wales Branch will take place on: -

Date Wednesday 28th August 2002

Time 18.00 hrs.

Venue County Hall, Cardiff

This meeting is primarily to prepare the program for mailing but if time allows the following agenda will apply.

AGENDA

110.3.1 - APOLOGIES

Officers unable to attend in person should brief a proxy or report in writing.

110.3.2 - MINUTES OF PREVIOUS MEETINGS

110.3.3 - MATTERS ARISING FROM MINUTES

110.3.4 - CORRESPONDENCE

110.3.5 - BRANCH REPORTS

Membership Secretary's Report: N. Cox to review current membership movement and trends.

Treasurer's Report: Share to review finances, highlighting progress and current predictions.

Chairman's report: Review of Committee appointments:

Branches Board/Council Report: No officer in post.

YPG: J. Mullins to report on YPG activities.

Schools: No officer in post.

110.3.6 - 2002/2003 EVENTS PROGRAMME

110.3.7 - ANY OTHER BUSINESS

110.3.8 - DATE OF NEXT MEETING

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THE BRITISH COMPUTER SOCIETY - SOUTH WALES BRANCH

Minutes of the second meeting of the 2002-2003 committee of the South Wales Branch held on Tuesday 25th June 2002 at County Hall, Cardiff at which were present P. Bulmer (chair), K. Potter (minutes), N. Cox, E. Stuart, R. David, R. Miller, J. Mullins, D. Smith and D. Cunliffe

109.2.1 - APOLOGIES Steve

109.2.2 - MINUTES OF PREVIOUS MEETING Were approved

109.2.3 - MATTERS ARISING FROM MINUTES

Ted requested that the minutes of the 6th. March be amended to include the 7 resolutions passed at the meeting as it was felt the included appendices was not clear. Action **Ken**.

Assistance offered from all committee members to be given as directed by Ted or Jeremy in the preparation of the program card. Action ongoing. **All**

All other actions completed.

109.2.4 - CORRESPONDENCE

Email has been received from Geoff Busby about the Disability meeting in Swansea on 24th. July. Secretary will reply suggesting that he contacts the BBC in Llandaff and South Wales Evening Post.

Action **Ken**

109.2.5- BRANCH REPORTS

Membership Secretary's Report: Noel said that a training session at Churchill's on May 28th only 3 attended for retraining. In autumn he will look at recruiting new assessors ideally Ceng. The next panel meeting is on 12th. July.

Treasurer's Report: Steve gave a written report.

He is still sorting out this years allocation and should have it in place for the next meeting

Expenses forms are now electronic and can be printed by those using EXCEL.

Still no response from Arfon regarding personal cheque. Assuming that Arfon had already claimed this as the claim was very old.

The allocation for this year is £2756, awaiting bank statement to confirm the funds are in place.

Had no invoices for paying this month.

Please provide a list of events and dates, also any other expected expenditure - chairman's letters etc. I'll use this to then create a projected budget.

Can we have the meetings on Wednesday, as we did before, as myself and Jason sometimes have difficulties attending Tuesday or Thursday meetings?

Chairman's Report

He asked the committee to seek new members for the committee. He will mention this in his September newsletter. Also he will mention that the committee is supporting Ralph Miller when he stands for Council.

Action **Paul**

It was agreed to set up branch email addresses for Chairman and Treasurer at the previous meeting. It can be customized to include ALIASES. The process is halfway completed.

Action **Jason**

Branches Board/Council Report: No officer in post

YPG and WebMaster: Jason has received all the WEB files from Bob and has placed them safe.

Schools: Nothing

109.2.6 - 2002/2003 EVENTS PROGRAMME

Bob Hall is contacting one of the guests to our meeting and this has not been confirmed. Richard will be producing electronic version of the program. Last year the printer was given A4 versions of the card.

Action **Richard**

Ken will request the sticky labels from HQ and purchase envelopes for next meeting.

Action **Ken**

109.2.7. - ANY OTHER BUSINESS

None

109.2.8. - NEXT MEETING

Wednesday 28th August 2002 - Room D

Tea and coffee will be booked and biscuits