

THE BRITISH COMPUTER SOCIETY - SOUTH WALES BRANCH

The fifth meeting of the 2001/2 committee of the South Wales Branch will take place on :-

Date Tuesday 8th January 2002

Time 18.00 hrs.

Venue County Hall, Cardiff

AGENDA

104.5.1 - APOLOGIES

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

104.5.2 - MINUTES OF PREVIOUS MEETINGS

104.5.3 - MATTERS ARISING FROM MINUTES

104.5.4 - CORRESPONDENCE

104.5.5 - BRANCH REPORTS

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

Treasurer`s Report: S.Harvey to review finances, highlighting progress and current predictions.

Chairman`s report: Review of Committee appointments:

Branches Board/Council Report: G. Wilmott to report on meetings as appropriate.

YPG: J. Mullins to report on YPG activities.

Schools: D. Newman to review activity in the education liaison area.

104.5.6 - 2001/2002 EVENTS PROGRAMME

104.5.7- ANY OTHER BUSINESS

104.5.8 - DATE OF NEXT MEETING

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THE BRITISH COMPUTER SOCIETY - SOUTH WALES BRANCH

Minutes of the fourth meeting of the 2001-2002 committee of the South Wales Branch held on Wednesday

7th December 2001 at County Hall, Cardiff at which were present P. Bulmer (chair), K. Potter

(minutes), D. Smith, S. Harvey, N. Cox, E. Stuart, R. Hall, A.Owen, J. Mullins, M.Jeffs and J. White.

103.4.1 - APOLOGIES Richard

103.4.2 - MINUTES OF PREVIOUS MEETING Were approved

103.4.3 MATTERS ARISING FROM MINUTES None.

103.4.4 - CORRESPONDENCE

The problem with ACES invoices needs to be sorted out

Action **Derek/Steve**

The Programming Competition has been extended this year to include non BCS members.

103.4.5- BRANCH REPORTS

Membership Secretary's Report: N. Cox said that he had been unable to send the file to Jason because his PC has crashed. He also said that not all of his assessors have received the new book.

Treasurer's Report: S. Harvey has taken on the role from Arfon. Paul has notified this change to HQ. Arfon said that expenses claims seem higher than expected and should be watched in the future. It was agreed to pay the expenses for M. Mudge as a guest from the last meeting. Action **Steve**

Chairman's Report: Paul needs to complete the Christmas letter by December 29th and send to Bob as he is on holiday.

A discussion ensued about the committee appointments. Poli Avramidis has resigned from the committee. Ralph Miller has expressed an interest in joining the committee next year.

Sub group has been set up with Jeremy and Ted to start the program for next year. All committee members to Email these two with their topics. Paul will contact IEE member Mike Price about next year. Also Noel will speak to Doug Wilson of Cardiff Scientific about joint meetings.

The secretary will draft a letter to the members not attending meetings with the option of standing down and also speak to Graham about his situation. Action **Ken**

The questionnaire will not be sent out again this year. Ken confirmed that the Freepost facility is still valid and in credit.

The student prize for University of Wales Newport was discussed but no decision could be made. Ted raised the point about the BCS membership part of the prize and suggested that it should be extended to the length of the student's course. Also our prize money is out of phase with other bodies. Ted agreed to make further enquiries and to make a recommendation back to this committee. Action **Ted**

Branches Board/Council Report: G. Wilmott not present

YPG: . Jason confirmed that the national YPG meeting was held.

Schools : No officer present

103.4.6 - 2001/2002 EVENTS PROGRAMME

Jeremy has produced some material suitable for the new folder about branch procedures. The amended contents list was circulated to members. Any committee member who wishes to add a procedure covering their role is welcome to contact Jeremy. The following list was completed: -

Committee practice	Paul
WWW	Bob done
Student prize	Bob
Finance	Steve
Publicity	Derek
Program	Jeremy
Professional review panel	Noel

It was suggested that the procedures should be circulated with the Minutes. Paul expressed concern about the size of attachments in their current form. It was agreed they should be made more email friendly.

Action **Paul**

103.4.7 - . ANY OTHER BUSINESS

Our program card should be sent to HQ ; Ted to find the contact name

103.4.8- DATE OF NEXT MEETING

Tuesday 8th January 2002 - Room D

Tea and coffee have been booked

Labels have been ordered and delivered, Envelopes to be acquired by Ken