

BCS Berkshire Branch AGM Minutes 20-September-2017

Held at UTC, Crescent Road, Reading, RG1 5RQ
Start: 19:00

2016-17 Committee

Anthony Parker (Chair)
Andrew Fieldsend (Secretary)
Chris Todd Davies (Treasurer)
Mike Buckland (Events Manager)
Michael Dzandu (Newsletter Editor)

Committee Apologies

Tony Levene (Volunteer Coordinator)
Glenn Healy (RUCES Chair)
Jules Gribble (RUCES Events Manager)

Guests

Iris Lanny (Oracle Academy)
Joanne Harper (Activate Learning)

Also Present

Konstantinos Karantzis
Alan Essam
Christopher Owen
Mike Dann
John Holden

1 Introduction

Anthony Parker opened the meeting by introducing those present and passing on apologies received. The minutes of the 2016 AGM were then accepted with no comments.

2 Reports

A number of annual reports were presented to the meeting.

2.1 Report from the Chair

2016/17 has been an important year for the Berkshire Branch where we pushed forward with our 3 initiatives of closer links to education, working with similar organisations to bring a more diverse set of events to our members, and ensuring our website is managed internally with the BCS.

Attending the CAS conference at Queen Anne's School in Caversham, organising a Hackathon at UTC and ensuring Dr. Ursula Martin, a professor at Oxford University can come and talk to schoolchildren about Ada Lovelace are all examples of where we forged closer links to education. We also helped Reading University's ICT students the chance to visit Bletchley Park and helped finance The DigiLab at Park House School. It is my hope that in the following year, we take this further and assist schools with some of their events organisation for schoolchildren around the area.

Early on in the year, we were lucky enough to collaborate with the Maidenhead Chamber of Commerce and The Internet Of Things Thames Valley meetup group to further our exposure and ensure that we promote top class events to our members. In the autumn we are assisting the Maidenhead Chamber of Commerce in an event where BBC's Click presenter, Kate Russell will be discussing life changing technology and Google will be discussing how to boost digital skills. It is further collaboration with these organisations that will propel the Berkshire Branch into the branch to keep an eye on in the years ahead.

Lastly, our website seemed a little neglected at the start of the year. Key committee members had to take on the responsibility for learning how to update our website even though it wasn't part of their role description - teamwork really appreciated by the rest of the committee. I wanted to exit this year in the firm knowledge that BCS HQ would help all of the committee keep the website updated and I am proud to announce that over the summer, they have completed the move. This should make updates to the website, especially for events, a much easier process going forward.

So it just leaves me to wish all members a successful year ahead where we will continue to outreach our resources to the community, collaborate further and ensure our website goes from strength to strength. We can't do this without our dedicated committee, and my thanks go to all those that dedicated their time to our ambitions in the Berkshire area.

If you would like to help out and guide our strategy for the forthcoming year, please check the website for vacancies.

2.2 Report from the Treasurer

Last year we had a budget of £4940 including a Hackathon special event at UTC. At year end we had spent £4482 or 90.7% of budget. Two items appear to have been omitted by BCS HQ notably £72 for travel expenses incurred at joint Elite/loD event and £237.50 catering expenses for the AGM in September 2016. I have queried these.

Financial Report BCS Berks 2016/17		Date	31-Aug-17		Expenses at year end	
EXPENSE	Spent	Accrued	Budget	Remaining	Remaining including Committed	% Spent
3010: Travel/Subsistence (Other)	£146		£220	£74	£74	66%
4000: Stationery	£140		£60	(£80)	(£80)	233%
4110: Room Hire	£12		£1,200	£1,188	£1,188	1%
4130: Speakers expenses	£72		£100	£28	£28	72%
4150: Catering	£1,023	£360	£960	(£63)	(£423)	144%
4212: Publicity & Materials	£147		£200	£53	£53	73%
4290: Subs to Other Bodies			£100	£100	£100	0%
4291: Sponsorship	£2,397		£1,300	(£1,097)	(£1,097)	184%
5101: Hackathon with UTC	£146		£400	£254	£254	36%
5102: Student Prizes & Membership	£300		£300	£0	£0	100%
7100: Equipment Costs	£100		£100	£0	£0	100%
Expenditure	£4,482	£360	£4,940	£458	£98	90.7%
Spent plus committed estimate					£4,842	
% Budget either spent or committed					98.0%	

We have accrued £360 for the Xmas party in December which brings total expenditure to £4842 or 98% of budget.

Going into 2017/18 our budget has been reduced to £3900 including £700 for two Hackathons. No specific reason for this reduction has been given but we underspent by nearly £1200 on room hire and this may account for why our budget has been cut.

Our biggest expenditure was sponsorship which totalled £2400 including £1300 for 3 TeenTech events, £500 for Kate Russell, £273 for Great Debate and £320 for Insight IoT. This was 184% of budget. Catering was the next largest expense at £1020 plus £360 accrued for Xmas meal being 144% of budget.

We paid in advance for two events from our 2016/17 budget totalling £660 being TeenTech Surrey in November (£300) and the Xmas meal in December (£360). This should mitigate the loss of budget this year.

3 Committee Elections 2017-18

Anthony Parker thanked the other branch officers and stood down as chair. The following branch officers were then elected unopposed:

- Anthony Parker was proposed as chair by Chris Todd-Davies and seconded by Andrew Fieldsend.
- Chris Todd-Davies was proposed as treasurer by Anthony Parker and seconded by Mike Buckland.
- Andrew Fieldsend was proposed as secretary by Michael Dzandu and seconded by Chris Todd-Davies.

The following additional committee members were then elected by acclamation:

- Dan Sydes was proposed by Anthony Parker and seconded by Mike Buckland.
- Mike Buckland was proposed by Anthony Parker and seconded by Alan Essam.
- Tony Levene was proposed by Andrew Fieldsend and seconded by Chris Todd-Davies.
- Michael Dzandu was proposed by Anthony Parker and seconded by Alan Essam.
- Shantha Weerasiri was proposed by Anthony Parker and seconded by Michael Dzandu.

Glenn Healey and Jules Gribble remain ex-officio committee members due to their positions on the RUCES committee.

4 Any Other Business

No other business was raised.