

BCS Berkshire Branch AGM Minutes 20-September-2017

Held at Thames Valley Science Park, Shinfield, Reading, RG2 9LH
Start: 19:00

2017-18 Committee

Anthony Parker (Chair)
Chris Todd Davies (Treasurer)
Andrew Fieldsend (Secretary)
Mike Buckland (Events Manager)
Michael Dzandu (Newsletter Editor)
Tony Levene (Volunteer Coordinator)
Daniel Cope (YPG Representative)
Glenn Healy
Jules Gribble

Total attendance was 22, including the above committee members.

1 Introduction

Anthony Parker opened the meeting by introducing those present and passing on apologies received. The minutes of the 2017 AGM were then accepted with no comments.

2 Reports

Anthony presented the following report from the chair:

First, a large thanks to our members and event attendees who have come to our talks and events during 2017/2018. This year we have seen our membership expand to include Surrey branch, with adds another 2,500 members to the 3,000 we have in the Berkshire Branch.

We have seen a number of great events that our Vice Chair and Events Manager Mike will detail, helped communities and education with our branch budget, and forged new initiatives for our website, social media and Young Professionals Group.

Our YPG lead (Dan) has been working to increase the engagement with young people and drive the next generation into a career in IT. Working alongside our STEM lead, Chris Todd-Davies, Dan and Chris have both inspired younger generations to be interested in IT, attended a conference with Matt Rodda MP for Reading and supporting the Reading University Hackathon. Dan hopes to improve the relations between the YPG National Committee and HQ in 2018/19.

Volunteering has also been fairly active this year, with Chris Todd-Davies and Liz Cooper accepting Certificates of Appreciation by the BCS Deputy President, Michael Grant in June, during Volunteers week. Citations were received from the Shaw Trust Chief Executive and Volunteering Development Specialist, which helps to spread the word about BCS good works in the community.

Chris was also recognised for his work with TeenTech, that helps young people aged 8-18 understand the opportunities in the science, technology and engineering industries. Chris has supported several events in the Berkshire and Hampshire regions during 2017/18 and fully deserves his certificate.

Our social media presence is growing slowly, with plenty of opportunity to grow our platforms in 2018/9. BCS The Berkshire branch has a social media presence on Twitter (@bcsberkshire), Facebook, MeetUp and LinkedIn. On Twitter, there are currently 385 followers, and is our most active social media platform, which is used for advertising and live tweeting events. In July the twitter handle had over 10,000 impressions- being the highest ever in the year, with the next best being about 2,000 impressions.

The BCS Berkshire Facebook page is also actively used in advertising events, and currently has 129 likes. However, on MeetUp, BCS Berkshire- under the guise of Social Tech Group, has 1,362 Members, and does get quite a number of attention and interests for advertised events. The LinkedIn Group has 119 Members and least utilised platform, with hope to improve on this in the coming year.

All activities on our social media, funnels through to our web page, which had the highest visits at 952 unique visitors in July, and an average of 506 unique visitors per month, based on the average of the last four months of the 2017/2018 year.

The committee continues to attract new talent, and we welcome Dan Cope (YPG Lead), Oludare Oduale (Social Media) and Glenn Healy/Jules Gribble have been very active with their Reading University Student Chapter and we look forward to supporting the new student chapter, RU Hacking in the coming year.

We also thank the committee members who have left the committee last year to pursue work and business commitments. We look forward to the coming year when we will be embarking on a new website, increased social media presence and continued strong links to other professional organisations, educational establishments and our community in the Thames Valley Area. We are also aiming to do more events and talks in the Surrey region.

Stay tuned for exciting events in 2018/9 around Robotics, AI, Collaboration, IoT, CV Clinic and hacking your tech.

Mike Buckland then spoke briefly as the outgoing vice-chair before Chris Todd-Davies presented the following treasurer's report:

Last year we had a budget of £3200. At year end we had spent £3301 or 103.1% of budget. As I have yet to receive the year end official figures from HQ these figures are preliminary although I do not expect significant differences. The breakdown and comparison to 2017 FY is detailed in the table below.

Financial Report BCS Berks 2017/18		Date		
Year End preliminary Report		13-Sep-18		
EXPENSE	2017 Spent	2017 Budget	2018 Spent	2018 Budget
3010: Travel/Subsistence (Other)	146	220	636	220
4000: Stationery	140	60	32	60
4100 Postage			45	
4110: Room Hire	12	1200	0	300
4130: Speakers expenses	72	100	320	150
4150: Catering	1023	960	1273	1150
4212: Publicity & Materials	147	200	548	330
4290: Subs to Other Bodies	0	100	0	0
4291: Sponsorship	2,397	1,300	250	690
5101: Hackathon with UTC	146	400		
4900 Other Costs General			19	
5102: Student Prizes & Membership	300	300	48	300
7100: Equipment Costs	100	100	130	
Expenditure	£4,482	£4,940	£3,301	£3,200
% Budget Spent		90.7%		103.1%

Going into 2018/19 our budget has been increased to **£3650** plus £700 for two Hackathons. Last year our biggest expenditure was sponsorship which totaled **£2400** and to accommodate our reduced budget in 2018 we cut back sponsorship to **£250** partly by accepting an early invoice for TeenTech Surrey in August 2017 for £300.

Catering for events and committee meets was our largest expenditure in 2018. Publicity & materials were more than £200 over budget as we had to reproduce the CAS/STEM brochure at a cost of over £300. These are normally provided by HQ but they have exhausted stocks.

3 Committee Elections 2017-18

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

- Anthony Parker was proposed as chair by Daniel Cope.
- Chris Todd-Davies was proposed as treasurer by Anthony Parker.

(Note that this is a change from last year, as the secretary is no longer regarded as a formal branch officer and is therefore not elected separately by the AGM.) The following additional committee members were then elected by acclamation:

- Andrew Fieldsend
- Mike Buckland
- Tony Levene
- Michael Dzandu
- Jules Gribble
- Daniel Cope
- David Sturt
- Pete Self
- Shanthi Prasad
- Jez Murray

4 Any Other Business

No other business was raised, and the meeting closed at 19:30.