



ELITE Committee Meeting 6th September 2018 16:00 – 1800

1. Welcome and Introduction (Jacqui)

Attendees:

Emmanuel	Ademola
Philip	Crewe
Jon	Hall
Jacqui	Hogan
David	Miller
Shakeeb	Niazi
Algirdas	Pakštas
Chris	Pinnock

Apologies from:

Dalim	Basu
Ian	Golding
Martin	Hamilton
Mark	Large
John	McCarthy
Haiyan	Wu
Mike	Buckland
Chris	Tiernan

2. Previous Minutes (Jacqui)

- Most actions on agenda for discussion
- **Correction** to be applied to minutes re members standing for re-election:
 - 6 people whose 3-year terms come to an end this year: Dalim Basu, Jon Hall, Chris Tiernan, Phil Crewe, David Miller, Martin Hamilton
- **No redactions**
- **ACTION: IAN** to update minutes post onto the web site

3. Chair's Report

- Autism event: very good and helpful
- Budget – on agenda
- Next council meeting is 8/Nov
- Basecamp
 - Jacqui has requested (Mandy) all committee members to be connected
 - All committee can expect an invite (**ACTION: ALL**)
 - Next step: become acquainted
 - Then we will move from Dropbox to Basecamp when ready
- Roles
 - Chris Pinnock now Treasurer
 - Phil Crewe Vice Chair
 - Haiyan to be co-opted onto the committee
- Haiyan to be a member of ELITE
 - PROPOSER: Phil Crewe
 - SECONDER: Chris Pinnock
 - THIRD MEMBER VERIFY: Jacqui Hogan
 - **ACTION: JACQUI** to forward these minutes to Mandy to ensure this is processed
- BCS has formally resigned from EuroCIO – we have left on good terms and hopefully will keep links
 - **ACTION: PHIL** to:
 - pick up wording on web site
 - change regular weekly email template to remove EuroCIO references
 - Update on new web site template (see new web site in AOB below)

4. Membership Secretary Report (David)

Date	BCS	ELITE Membership						ELITE on LinkedIn Membership		ELITE members approved	Fellows approved (and as ELITE members)
		New BCS Fellows approved since last report	New Fellows approved as new ELITE members	Established Fellows approved as new ELITE members	Approved by CV as ELITE members	Rejected following submission of CV	Total BCS ELITE membership	Total non-BCS ELITE membership	Non-FBCS requests pending (awaiting CV or approval)		
19-Mar-18	6	4	0	1	0	3375	15	0	3	8	
30-May-18	3	3	0	0	3	3379	17	0	8	3	
05-Jul-18	6	1	5	0	0	3386	17	0	7	6	
02-Aug-18	0	0	0	0	0	3385	17	0	2	1	
05-Sep-18	1	1	0	0	0	3386	17	0	1	3	

1 new ELITE member – new fellowship joiner

LinkedIn – 1 ELITE member approved plus 3 new fellows applied

Five questions have been posed to BCS HQ from David:

1. Is there any response yet from HQ re the ownership of the LinkedIn Group?
2. There is an outstanding action for us to send an email to all FBCS to ask them to either attend a meeting that will promote ELITE or to invite them to apply to join ELITE. Does HQ have a view on this?
3. We now have no information about our members unless they have joined ELITE on LinkedIn. We would like all members of ELITE to join the LinkedIn group. If we were to encourage them to do so would HQ have a view on this?
4. Since the start of the trial whereby HQ undertook the duties of the membership secretary there have been no applications requiring a CV and so we have still not been able to test the new process in full, however, if we wished to audit all applications to join ELITE and ELITE on LinkedIn so far how would this best be done, and would HQ have a view on this?
5. Should the proxy Membership Secretary attend the committee meetings?

ACTION: DAVID to keep the committee informed as these questions are answered

5. Treasurer's Report (Chris P)

Information presented to the meeting as PPT.

Headlines are:

- We will receive approx. £4k less than requested
 - This is a budget reduction of slightly under 50%
- Numbers that have been cut from our request in order:
 - Speakers Expenses
 - Travel costs (ELITE committee)
 - Room hire
 - Catering
 - Publicity & Materials
 - Postage/Telephone
 - Other
- There is no current request for special projects.

Need a plan to address the budget reduction and what this means to our activities in the FY

ACTION: JACQUI, CHRIS P, PHIL to sit down and work the new numbers

ACTION: PHIL to suggest date

Aim to present more information on this at next meeting

6. White Paper (Jacqui)

- Originally was going to be on Women Digital Leaders
- Currently no agreed paper topic – currently for review in light of the budget discussion – may need a special funding request to do this
- CURRENTLY on hold

7. 2018 Elections (Jacqui)

In hand by Chris Tiernan – October timescale for elections

Suggestion: if term is up please look for proposer and seconder

	Proposed by:	Seconded by:
Jon Hall	Phil Crewe	Chris Pinnock
Phil Crewe	Shakeeb Niazi	Jacqui Hogan
Dalim Basu		Phil Crewe
David Miller	Chris Pinnock	Shakeeb Niazi
Chris Tiernan		
Haiyan Wu	Jacqui Hogan	

ACTION: PHIL to produce grid (above)

8. Events (Phil)

- See events report which also contains the minutes from the Events meeting last week
- Suggestion to ask membership if they would like to get involved
 - Document the programme we are planning – ask for contributors and interest – may get people engaged
 - David Miller wants to be involved
- Suggestion instead of a formal survey post-event
 - May be best to print a form and leave on the chair to be filled in
- Re-run successful events – different location or re-run with different spin
 - Idea to re-run an unconference that successfully run in Reading
- Joint event with IoD?
 - Steve Burrows may help
 - Chris Pinnock has a contact
 - Dalim may be a contact.
- AGM
 - **ACTION:PHIL** check whether there is an ELITE/BCS Berks/YPG event in December
 - Aim for 29th November assuming we can make it work
 - Check with Chris Tiernan this works for election timescale
 - Topics for discussion – suggestions to Phil **ACTION: ALL**

9. AOB

- BCS replacing web site
 - **ACTION: PHIL** download documents from web site
 - **ACTION: PHIL** to circulate proposed template to committee ** URGENT FEEDBACK BY MONDAY **
 - **ACTION: PHIL** to get up to Mandy? By 10 September
- Ask Mandy to keep web site bookings open for an event until 8pm so we can take latecomers/on the night (as per YPG I think, certainly Entrepreneurs)