

British Computer Society  
Coventry Branch  
2019 AGM



**Minutes of the Annual General Meeting on Wednesday 13<sup>th</sup> November 2019, at 6:30pm, at University of Warwick, Pitstop Café.**

**Present:**

Ada Chan	Irene Glendinning	Margaret J. Low
Peter Mason (Chair)	Joanne Pyne	John Rendall (Secretary)
Tarj Sahota	Don Stewart	Yuri Vershini
Gary Walton (Treasurer)		

**1. Welcome and Introductions**

Peter thanked everyone for attending. Committee had welcomed and introduced themselves as attendees arrived, however Peter briefly confirmed for the minutes.

**2. Apologies**

Apologies were formally received from the following:  
Jerry Barnes, Richard Kenyon, Adrian Paulin

**3. Minutes of the 2018 AGM**

**3.1. Minutes**

Motion to accept the minutes

Prop: Margaret Low                      Sec: Gary Walton    : Motion carried: ratified copy to be sent to HQ

**3.2. Matters Arising**

Although Iliyana (Lilly) Hristova had volunteered to be Branch Social Media officer, since the AGM no-one has had any contact from her.

**4. Chairman's Report**

**4.1. Report**

Motion to accept the chairman's report:

Prop: Gary Walton                      Sec: Joanne Pyne                      : Motion carried

**4.2. Matters Arising**

Peter acknowledged a typo and advised he would correct it before sending to the Secretary for forwarding to HQ.

**Secretary's Note: Peter had subsequently corrected the typo and forwarded to John.**

HQ have mooted there could be long-service awards.

Following a discussion around student prizes, meeting acknowledged that these do not have the desired impact; often the prize winners do not attend the graduation ceremony as they have already

gone back home, and most do not take up their free membership. Meeting also acknowledged that we should do more to publicise them.

It was also reported that HQ are depreciating student prizes; branches that currently award them will still receive budget but there may be no new ones.

## 5. Treasurer's Report

### 5.1. Report

Motion to accept the Treasurer's report:

Prop: Don Stewart                      Sec: Ada Chan    : Motion carried.

### 5.2. Matters Arising

It was noted that due to the delay in finalising the meetings programme, the cost of the Meeting Post-Cards did come out of this-year's budget.

Gary reported that it seems Coventry University failed to charge for refreshments on most occasions for the last year.

**Secretary's Note: As the Coventry University catering supplier failed to deliver on several occasions, for this year Irene is covering the catering for meetings at Coventry University.**

## 6. Election of Officials

### 6.1. Elected Officials

Secretary John Rendall reported that he had received no advanced nominations. As no other members offered to take elected posts, the existing elected Branch officers agreed to remain in post for a further year.

Post	Nominee	Result
Chair	: Peter Mason	nem. con.
Secretary	: John Rendall	nem. con.
Treasurer	: Gary Walton	nem. con.

### 6.2. Committee

John had issued two emails requesting the existing committee members confirm that they were willing to remain on committee for a further year. John advised that Kerry at HQ had sent a list of existing committee members. Below is a list of those who responded to one or both of John's emails, or who attended the AGM and agreed to remain on-committee for a further year:

Jerry Barnes – assistant Web Master  
Ada Chan  
Irene Glendinning - Equality and Diversity Officer  
Margaret Low – Education Liaison Officer  
Adrian Pauling – local IET Liaison Officer  
Joanne Pyne – Publicity and Marketing and assistant Web Master  
Don Stewart  
Yuri Vershinin

John confirmed that Adrian Pauling is taking over as IET Branch Chairman this year, taking over from Orla Murphy (who delivered one of our Christmas Lectures, and has been the IET Branch Chair for the last year).

John reported that Ursula had asked to stand down from the committee. Meeting offered a vote of thanks to Ursula for all her support for Branch and the Schools Competitions over the years.

## 7. Any Other Business

Irene highlighted that Coventry was one of the more successful branches, usually delivering 8 meetings a year, providing support to a diverse range of other events, whilst remaining within budget.

Peter agreed that whilst we might feel we are tending to be set in our ways, branch continues, and while we do not have many formal committee meetings, we tend to work by email; for a physical committee meeting we needed a purpose.

Meeting acknowledged that we would like more response from our membership as to what they would like.

It was noted that the Student Chapters seem to have gone quiet, Margaret reported that someone from Wolverhampton Branch was asking about student chapters and societies. It was accepted that any such societies need to have interest coming from the students themselves, and needed to be co-ordinated by first year tutors from the respective universities, rather than from committee. It was suggested that we could provide events directed at students within the Autumn term.

Margaret reported that Warwick University Digital Technology Solutions (DTS) apprentices with JLR are working towards their degree, there are approximately 30 apprentices. Don suggested that we may be able to support them with content that is not within their core curriculum.

We wondered if we could get students to talk about what they are doing, as it is often more interesting for potential younger members to hear it from people who have recently graduated rather than more senior members. It seemed that we may need different talks some aimed at people still at school, to give them ideas about what they can do, and some about what project the graduates have done and why.

Formal Meeting closed 19:46.

Peter then presented memorandum feedback from recent conferences at HQ; BCS Community – New Beginnings.

This is intended to help to increase BCS membership whilst providing clarity for volunteers to help deliver against our Royal Charter.

Meeting wondered how to sell BCS to employees and employers, as this does not seem clear from the memorandum. Peter reported that when he is asked about why membership is useful, he explains that Professional Membership is a core competence upon which other competencies can be hung, providing transferrable skills, and also that people demonstrating a desire for Professional Registration are demonstrating they have an eye to the future and wish to build a career, rather than just filling a job and this may help them attain an interview.

Following presentation of the 6 categories, meeting discussed if we could provide events to attract each category, or if we should provide, for example, events for two to three categories per year, mixed in to our normal branch open meetings, or if these should be additional events.

We acknowledge that we needed to get more engagement from our membership to find out what they want from their Branch and how we can align this to the categories within the memorandum. We noted that there seems to be little information about what other branches are doing and who are

the best in class. We also acknowledged that when we present hot topics we get lots of attendees, for instance autonomous vehicle and cyber security.

Margaret highlighted that our next meeting programme continues into 2021, which is City of Culture for Coventry. We agreed that we should be working with associates and partners, and wondered if we could partner with the Society of Computer Arts, and have meetings around computer arts? We could possibly hold these at the Herbert Art Gallery?

With regards to Social media, we wondered if we could tweak LinkedIn settings so everyone can see our Branch account, however a couple of attendees reported that they could see our group even though they had not registered with it.

We accepted that we don't know what social media people are using and perhaps we should ask for someone to help us, or ask our members: a simple questionnaire to members "what social media do you use?" to allow us to target them more accurately.

John acknowledged that he had been unable to set Joanne up as an administrator on our LinkedIn group, and resolved to correct that urgently.

**Secretary's Note: Joanne has now joined the LinkedIn group and John has managed to assign her as a manager of the group.**

Meeting closed 21:16 with thanks.

A handwritten signature in black ink, appearing to be 'John Rendall', written on a light green background.

John Rendall, CEng. MBCS CITP MIET  
Coventry Branch Secretary  
13th November 2019