

Committee Meeting Minutes

4 April 2023

Attendees

- Iris Scoffin (Chair - outgoing)
- Joe Krystek-Walton (Chair - incoming)
- Chester Wringe (Secretary - outgoing)
- Lily Amber (Secretary - incoming)
- Leo Millar (Secretary - incoming)
- Morgan McKay (Treasurer - outgoing; OO - incoming)
- Nico Pendleton (Treasurer - incoming)
- Lilly Brown (Social Events - incoming)
- Clara Hohenlohe (Press and Publicity - continuing)
- Jessica Russell (Press and Publicity - continuing)
- Adam Birtles (Infrastructure - continuing)
- Daniel Allinson (Ordinary Officer - outgoing)

Apologies

- Rhys Milling (Social Events - outgoing)

Agenda

- Reratification

Minutes

- Past AActions
 - RM to contact GH re: kareoke - done
- Review of Constitution
 - YUSU template has not changed since last year
 - We still need to follow YUSU's rules
 - incomings should probably read their sections of the constitution
 - We tend to only run EGMs for unfilled optional positions if someone resigns during the year
 - Note: Appendix B is not complete, due to some ambiguity in corner cases
 - Dealing with Code of Conduct violations - YUSU documentation is not always complete, we have our own documentation to deal with edge cases
 - Signing the committee declaration:

- signed by one person on behalf of all members, with confirmation of being happy with it being signed on their behalf
 - Other appendices are Code of Conduct and Committee Code of Practice
 - The code of conduct in the constitution does not include the “common practices” cheat sheet
 - Note: committee votes should not be held in #committee-public using reactions (because everyone can react to them)
- Handover of accounts
 - Adding people to the drive has been done
 - New committee needs to have access to hack@yusu
 - There is an infrastructure checklist for accounts
 - This is in AB’s infra handover document
- Filling in the form
 - Done via a google form
 - needs to be filled in by May 8th
 - Inventory
 - Equality Assessment
 - Risk Assessment
 - can all be re-used from last year
- Handover documents
 - Be aware they exist, read them, ask questions
- AOB
 - Taneb’s sponsorship has expired
 - Renew it? etc
 - Access to the CS building
 - rules has changed
 - the risk assessment document needs to be updated
 - CH and JR have been taking charge of events, there needs to be a Big Handover of the various events they have managed
 - LB will take over quadrasci
 - RM will continue working on the Kareoke

Actions

LA to make a york-facing gh account and to commit the signatures

CW to send new signatories the hack@yusu password

LM to change the hack@yusu password once everyone is signed out

AB to do handover of all accounts

CW to copy old forms that need to be updated and link to to the google form in the rerat folder

JKW to send off the reratification form

Everyone to read their handover documents

LB to take charge of quadrascis next year