Meeting Minutes 16-03-17:

Attendees:
- Jake Nelson
- Theo Wilson
- Jye Dewar
- Alex Emery
- Mark Robson
- Prem
- Ammar
- Frederick

Absences:
- Raj Sembi
- Nicholas Pritchard

Agenda:
- Proposed committee meeting structure
- Hackathon
- Workshop
- Open Discussion

Proposed committee meeting structure:
- Due to announcements page, most people should be up to date on what is happening each week
- Meetings are now more the assigning of tasks and updates on previously assigned tasks.
- Ending with action/inaction on tasks and points talked about, this will be recorded on minutes and viewable by everybody

Hackathon:
- Leisure has Mexicana on the Friday before the event, as such the initial mixer will be hosted at a different location with people coming to the CCZ on the Saturday and Sunday.
- Focus on promotion, lecture bashing, Facebook posts and other methods. As we need to increase the number of people attending.
- Make sure that committee sign up for a ticket just for ease of access purposes and to get an accurate idea on numbers.
- Time will need to be set aside to check out roles and what other people will be doing.

Workshop:
- Think about topics that are useful and need to be talked about for computing students that will help them and provide easy to digest useful information
- 4 workshops throughout the semester

- The speakers that will contribute to the discussion, they could be either industry professionals or students that have a good idea of what the topic involves
- Should anyone wish to help or wishes to take over, feel free to challenge to theo for the role.
- With sufficient advertisement, we should be able to get people through the door and focus on the industry aspect of the language/framework/technique rather than from a university and purely theoretical stand-point.

Open Discussion:
- Possibility of Coders for Causes to host job opportunities for developers to post on our site (with a focus on start-ups)
- Need to be careful to state that any posts that although we are allowing anyone to post onto the site we will not be held responsible for what the company does and that we are not endorsing them in any way.
- We would not be able to recommend or send anyone their way, instead we would just let them post onto the page and have it as a static advert that people may or may not see.
- Members of Coders for Causes could also be able to 'validate' the work that was done by a specific person. Although many would not have the technical ability to specifically provide the reference it could be done as a verification of the work done.

- At what point does continued support stop, with a definitive end to the project and instead of continually having to support an older and older project or continuing to add new features that the client requests

  o When the initial scope has been fulfilled the project is completed and hand over can occur. There is no reason for continued work on the project
  o If something catastrophic happens in which the client does need our immediate help, there is no obligation to say yes and immediately help them, however due to being the people we are many would make the effort to help.
  o Students that have a reason to have doubt with something concerning the project should aim to address it with committee and it will be assessed at the time.

- Feedback about projects, where both student developers and the client can give feedback on how the project went and if there is anything else that needs to be addressed in the process or structuring of the projects.
- What is the clubroom for?
  o Somewhere we can send people to find us and find out more.
  o A workspace where people can work
  o Will not be used as a place for when people need help for coding as that will alternate what our club is aiming to do and will lose sight of our mission

Action Items:

- **Theo –** Design and produce a feedback template for student developers to fill out
- **Mark –** Design and produce a feedback template for clients to fill out
- **Ammar –** Send email out to lecturers regarding the hackathon to increase awareness
- **Jake and Jye –** Find out if we are PAC affiliated
- **Jake –** Send an email out regarding membership
- **Prem –** Update the Facebook page and schedule posts about the hackathon
- **Alex –** Sign up for mega with coders for causes email for public storage
- **Alex –** Sort out availabilities for committee members to work at the hackathon on a shift basis.