Organizing meeting of the Data Guild board

Time: 16:15 on Tuesday, January 17th 2023
Place: Data Guild Guild Room, Otakaari 1, 02150 Espoo

1 **Opening the meeting**
2 **Legality and quorum of the meeting**
3 **Selecting a secretary and a chair for the meeting**
4 **Selecting minutes inspectors**
5 **Accepting the agenda for the meeting**

6 **How are you doing round**
7 **Announcements**

8 **Structure for activities in 2023**
- 8.1 **Board and officials 2023**
- 8.2 **Committees 2023**
- 8.3 **Selecting the vice-chairperson of the board for 2023**
- 8.4 **Dividing the responsibilities of the secretary**
- 8.5 **AYY committees**
- 8.6 **Calling board meetings**
- 8.7 **Missing meetings or deadlines**
- 8.8 **Checking minutes and publishing them on the website**
- 8.9 **Documenting activities**
- 8.10 **Operations plan and budget**
- 8.11 **Goals for 2023**

9 **Administrative issues**
- 9.1 **Emails**
- 9.2 **Mailbox**
- 9.3 **Bills**
- 9.4 **Membership applications**
- 9.5 **Committee applications**
- 9.6 **Other administrative issues**

10 **Publicity**
- 10.1 **Guidelines**
- 10.2 **Channels**
- 10.3 **Other publicity issues**

11 **IT**
- 11.1 **Website**
- 11.2 **Google Workspace**

12 Fuksi and tutor issues

13 Events
- **13.1 Responsibilities**
- **13.2 DGCC**
- **13.3 IE**
- **13.4 Epoch**
- **13.5 Other events**

14 External and corporate relations
- **14.1 Responsibilities**
- **14.2 Goal and focus**

15 Study affairs

16 Other guild activities
- **16.1 Guild room**

17 Board fun
- **17.1 Board exchange**
- **17.2 Apparel**
- **17.3 Other fun**

18 Other issues
- **18.1 Pictures of the board and officials**
- **18.2 Other other issues**

19 Next meeting

20 Closing the meeting