



ORGANIZING MEETING OF THE DATA GUILD BOARD

Time: Mon 10.1.2022 at 16:00

Location: Discord

Present:

Rainer Ruuskanen
Hanne Sauer
Ilia Zalesskii
Anthimos Stathakis
Pip Aiswarya Sudhir
Pranav Varshan
Rajat Kaul
Aaron Wallasvaara
Lassi Malvikko

1. Opening meeting
 1. Lassi Malvikko opened the meeting at 16:05.
2. Legality and quorum of the meeting
 1. Since over half of the board members are present, the meeting is legal.
3. Selecting a secretary for the meeting
 1. Aaron was chosen as the secretary of the meeting.
4. Selecting minutes inspectors
 1. Rainer and Pip were chosen as the minutes inspectors.
5. Accepting the agenda for the meeting
 1. Agenda accepted.
6. How are you doing round
 1. Rainer had a nice Christmas and New Year's. They got Covid, but luckily aren't experiencing any serious symptoms, just a mild fever.
 2. Hanne is doing ok, "at least has a life".
 3. Ilia is happy they don't have Covid, though is continuously calculating their chances of getting it.
 4. Anthimos is doing okay, but only has 3% battery while travelling via metro. They're looking for a blender.
 5. Pip is doing well: they've been travelling for about a month and are hoping to finish the travels without getting Covid. Their internet connection is not great currently.
 6. Pranav is doing good, although they're sleepy.
 7. Rajat has traded their fast internet for sunlight. They're tired of Covid, but happy for their first lecture of the third period today.
 8. Aaron has spent their winter break mostly in quarantine from Covid exposures. They recently got Covid themselves, and have to stay in quarantine for even longer. They've binge watched lots of TV.
 9. Lassi had Covid, although they're doing okay now. They're happy for the vaccines.
7. Announcements
 1. Hanne announces that Covid still sucks. Rainer meant to make the same announcement, looking to continue Emmi's tradition from last year, but forfeits the responsibility to Hanne.
8. Structure for activities in 2022
 1. Structure for the board in 2022
 - i. Board members in 2022:
Chair Lassi Malvikko

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|-------------------------------|--|
| Secretary | Aaron Wallasvaara |
| Treasurer | Rajat Kaul |
| Fuksi Captain | Hanne Sauer (spring -22),
Rainer Ruuskanen (autumn -22) |
| Publicist | Hanne Sauer |
| Master of Studies | Anthimos Stathakis |
| Master of Corporate relations | Pranav Varshan |
| IE (host and hostess) | Atreya Ray and Long Nguyen |
| Master of Culture | Ilia Zaleskii |
| Tutor Coordinator | Pip Aiswarya Sudhir |
- ii. Non-board members in 2022:
- | | |
|-----------------------|---|
| TEK Contact Person | Eero Liimatainen |
| Epoch Committee Chair | Emmi Kotilainen |
| Song Masters | Aaron Wallasvaara,
Joonatan Partanen,
Rainer Ruuskanen,
Pranav Varshan |
| Guild Room Manager | Aiswarya Sudhir |
2. Selecting vice chair of the board for 2022
 - i. Rajat is selected as Vice Chair of the board for the year 2022.
 3. Regular meeting schedule
 - i. Lassi will make polls at the beginning of each academic period for a time for regular bi-weekly meetings.
 - ii. Lassi plans to make the poll for the current academic period's meeting schedule before the next meeting.
 4. Calling the board meetings
 - i. Any meetings that are not at the regular meeting time are announced 24 hours before they begin over Telegram or E-Mail.
 - ii. As an exception, an emergency meeting can be held without a 24 hour warning.
 5. Missing meetings or deadlines
 - i. "Unannounced" refers to not announcing tardiness or absence an hour before the start of a meeting in Telegram or some other sufficient channel.
 - ii. A board member who is late or absent from a board meeting unannounced must pay the board treasury a penalty of 1€ for each 15 minutes they are late or absent, with 8€ (equivalent to 120 minutes/2 hour late fee) the highest possible penalty at a time.
 - iii. A board member who is late or absent unannounced three times must as penalty provide the next meeting with snacks and refreshments for the whole board.
 - iv. Penalties for other or special cases can be decided by the board during a board meeting.
 - v. Meeting minutes must be published within a week from the meeting.
 - vi. Meeting minutes must be checked within the week following the publication of the meeting minutes.
 6. Checking minutes of meetings and publishing them
 - i. The secretary of the meeting writes the minutes, this generally being the Secretary of the board.
 - ii. The minutes are accepted in the next meeting, after which they must be signed.
 - iii. The published meeting minutes must be available to everyone through the board's shared Google Drive.
 7. Documenting activities
 - i. After an event organized by the board or its committees, a discussion should take place to determine the success of the event.
 - ii. Pictures, videos and other documentation of events should be taken for the guild's social media.

8. Operations plan and budget
 - i. In line with Data Guild's rules, the budget and an operation plan must be ready for the guild's spring meeting. These will be planned in a separate budget meeting.
 9. Membership register
 - i. Aaron is responsible for managing the membership register.
 10. AYY committees
 - i. The Chair has filed the AYY committee form the previous day.
 - ii. AYY committee representatives:

Neuvosto	Lassi Malvikko
Study Committee (OPN)	Anthimos Stathakis
Money committee (RahaTMK)	Rajat Kaul
Communications Committee (VTMK)	Aaron Wallasvaara & Hanne Sauer
Corporation Relations Committee (YTMK)	Pranav Varshan
Digi Committee (DigiTMK)	Hanne Sauer
IE Committee	Atreya Ray & Long Nguyen
Fuksi Committee (FTMK)	Rainer Ruuskanen
Tutor Committee (ITMK)	Pip Aiswarya Sudhir
Teekkari Culture Committee (TKTMK)	Ilia Zaleskii
Song Leader Committee (LuTKu)	Aaron Wallasvaara
 11. Mailbox
 - i. The mailbox exists to receive e.g. invitations and other related mail to the guild.
 - ii. The mailbox is located at the AYY office.
 - iii. The mailbox should be visited monthly by a board member.
 12. Emails
 - i. There were no new emails to consider.
 - ii. Lassi plans to transfer the old addresses' emails to the new one.
 13. Bills
 - i. Rajat reports there to be no relevant bills to consider.
 14. Other administrative issues
 - i. No other administrative issues.
9. Publicity
1. Guidelines
 - i. Hanne is responsible for publication as well as the board's event calendar.
 2. Publicity channels
 - i. Most importantly Telegram and the Data Guild website, additionally email and Instagram.
 3. Publicity within the board
 - i. Main communication channel is Telegram.
 4. Committees
 - i. Each committee should create a communication channel (e.g., Telegram group) for them.
 5. Other publicity issues
 - i. Members of the board are requested to take pictures and video of guild events and happenings.
10. IT
1. The IT responsible
 - i. Hanne Sauer is the IT responsible for the year 2022.
 2. Website
 - i. Hanne will manage Data Guild's website.
 3. Google Workspace
 - i. Hanne will manage the board's Google Workspace, with the help of Lassi.
 - ii. Lassi has deployed Google Groups and Workspaces for each of the committees, the admins of which being the chairs of each committee respectively.

iii. Answers to the board's email should be cc'd to the board.

11. Goals for 2022

1. Committees should be more active, and more people should be recruited to them.
2. Lassi wishes to get hoodies for the board
 - i. Rajat wishes to get tracksuits for the board and subsidize them under "well-being".
3. The guild room should be arranged.
 - i. Pip is responsible for the acquiring of a guild room.
4. Acquiring more funds.
5. Planning of events, including Covid-safe events.
6. Cure Covid (unlikely).

12. External relations

1. Responsibility
 - i. Lassi manages responsibility in relation to external affairs.
2. Collaborating with TiK
 - i. The board wishes to communicate more joint events and happenings with the Computer Science Guild.
 - ii. Rainer suggests opening communication with TiK's international representatives.
 - iii. Hanne announces the possibility of a joint fuksi event for spring 2022.
3. Other special status associations
 - i. Currently there are no related affairs planned.
4. Other relations
 - i. Currently there are no related affairs planned.

13. Fuksi issues

1. Hanne is the current Fuksi Captain.
2. Hanne announces there to be more fuksi-related affairs in planning, but decides to not reveal them to the fuksi members of the board.

14. Events

1. With Covid, more online events should be planned.
2. Event ideas
 - i. DG version of OtaniemiPeli
 - ii. TrainHack
 - iii. Lasagna Sitsit, Data Guild Sitsit
 1. Songmasters are appointed for the year 2022
 - iv. Board/Guild Kesäpäivät/Summer Days in Nuuksio

15. Corporate relations

1. Responsibility
 - i. Lassi manages responsibility in relation to corporate affairs.
2. Goal and focus
 - i. Acquiring more funds through increased activity with corporations and possible sponsors.
3. TEK
 - i. Eero Liimatainen is the TEK contact person.

16. Study affairs

1. Halloped application status
 - i. Anthimos applied and was accepted.
2. Other study affairs
 - i. No other study affairs were discussed.

17. Culture committee

1. Issues
 - i. Decided that the board will grant the Culture committee's funds on demand, although a stricter budget for each of the committees will be made later.

- ii. Decided that the Culture committee gets access to Data Guild's storage space for storing their inventory. Lassi has to ask Anselmi, last year's Chair, for the keys to the storage space.
 - 2. Plans
 - i. The committee will arrange a movie event on the 2nd of February.
 - ii. The committee aims to arrange an event monthly, with plans already formulating for multiple events.
- 18. IE
 - 1. Ray and Long are the host and hostess for the year 2022.
- 19. Annual celebration
 - 1. Rajat announces there has not been plans for EPOCH yet, but the event will be held on the 26th of February, if the Covid situation allows for it.
- 20. Other guild activities
 - 1. Guild room
 - i. Acquiring a guild room is overseen by Pip.
 - 2. Other other guild activities
 - i. Lassi will attend a meeting with the Dean of Aalto University on the 1st of February.
- 21. Board fun
 - 1. Board exchange
 - i. Will be held on Saturday the 15th of January.
 - 2. Apparel
 - i. Lassi plans to order hoodies for the board.
 - 3. Other fun
 - i. Summer cottage trip
 - ii. Guild apartment tour
 - iii. Rajat wishes for more Data Guild merch to become available
- 22. Other issues
 - 1. Photos of the board
 - i. No board members confess to having a camera. The board might ask Bruce to take the pictures, as they did last year.
 - 2. Other other issues
 - i. No other issues reported.
- 23. Next meeting
 - 1. Lassi will poll the next meeting on Telegram, and announce it to the guild when decided.
- 24. Closing the meeting
 - 1. Lassi Malvikko closed the meeting at 17:22.

Espoo xx.xx.2022



Lassi Malvikko
Chair

Aaron Wallasvaara
Secretary

Minutes inspectors:

Aiswarya Sudhir

Rainer Ruuskanen