

**DRAFT**

## 2023 AGM Minutes

Minutes of the 35th Annual General Meeting of the ACCU held on Saturday 22<sup>nd</sup> April 2023 at the ACCU Conference, Bristol Marriott City Centre Hotel, 2 Lower Castle Street, Old Market, Bristol, BS1 3AD, United Kingdom and online.

The meeting commenced at 13:30 BST with Geoff Daniels chairing the meeting and Robin Williams taking minutes. A total of 27 voting members were present, constituting a *quorum*.

### 1. Apologies for absence

None were received.

### 2. Minutes of the 34th Annual General Meeting

The minutes of the 34th Annual General meeting, available at <https://accu.org/members/documents/agm/AGM-2022-Minutes-draft.pdf>, were approved by online vote

Option: Minutes of 2022 AGM

\*\*\*\*\*

Yes - I approve the minutes: 85 votes 100.00%

No - I reject the minutes: 0 votes 0%

Yes - I approve the minutes wins with 100.00% of the vote.

Votes tallied: 85

Abstentions: 18

Those present at the meeting confirmed this acceptance.

### 3. Annual reports of the officers

#### Chair's Report

As we gather again for another conference and AGM, it's hard to believe the year has passed already. Looking back, I would like to highlight some improvements that will keep ACCU running smoothly.

Throughout the year, we have continuously been improving our updated website, gradually replacing the need for the old one. We are also working on a plan for essential backend service and hosting updates, which we hope to implement soon. There should not be any noticeable changes, and it will set us in good standing for the future.

As part of this system overhaul, we have documented a number of our internal processes to ensure continued smooth operation. My thanks go to all involved in assuring we correctly dot the i's and cross the t's now and hereafter.

In other societal news, our membership has remained stable, and our finances are in good shape. This year the conference is being run by a new organiser, and it will be in person only for the first time since

the pandemic began.

Lastly, I would like to acknowledge the time and work freely contributed by all of our volunteers. We are a volunteer-run organisation, and we could not do what we do without the contributions of our members. I am proud to say that our volunteers have risen to the challenges presented by the last year, and I am confident that we will continue striding forward over the coming years.

Geoff Daniels, ACCU Chair

## **Treasurer's Report**

### **Executive summary**

The spreadsheet of payments and receipts for the year 2022, 1 Jan to 31 Dec. were prepared and passed to the auditors, who produced the draft accounts. These have been approved by one of the auditors; we are awaiting a response from another.

Starting 2022, the total cash balance was £76,067, and ending 2022 it was £65,465.

Revenue was £22,762, cost of sales was £31,824 and administrative expenses were £1,652. Full details are in the draft accounts which will be available separately.

The society has run a deficit of around £9000 this year, but remains solvent and has healthy reserves. It is reasonable to expect a deficit next year, but considerably smaller. There is not an immediate danger of insolvency, but ACCU must take steps to grow its revenue or control its costs if it wishes to continue.

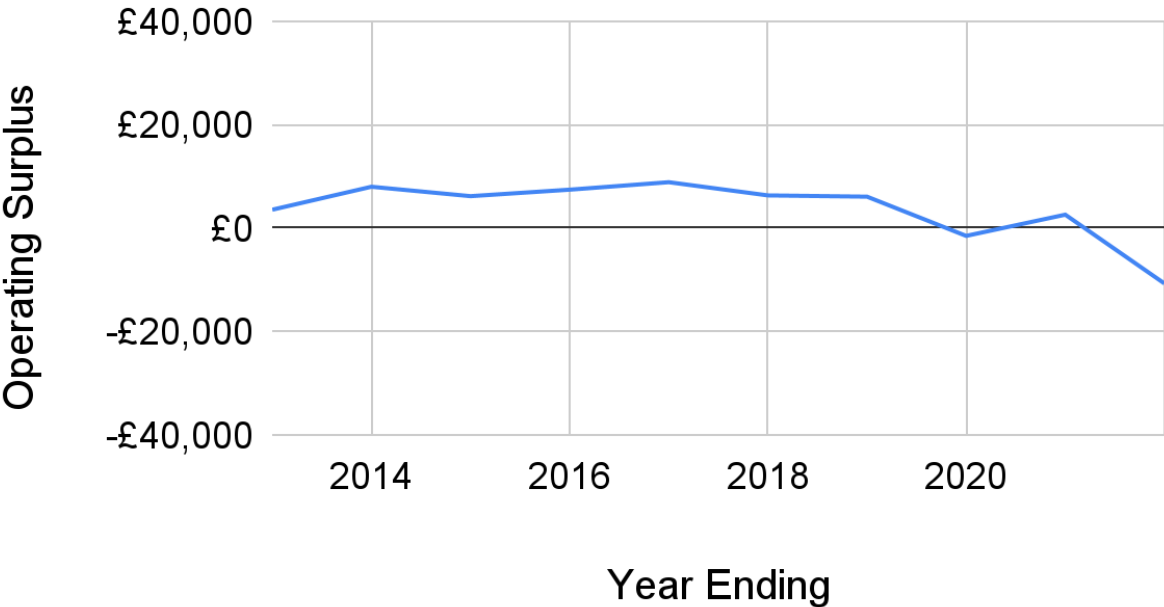
The accounts will be available at <https://accu.org/members/documents/agm/AGM-2023-Accounts.pdf> (login required).

### **Treasurer's comments**

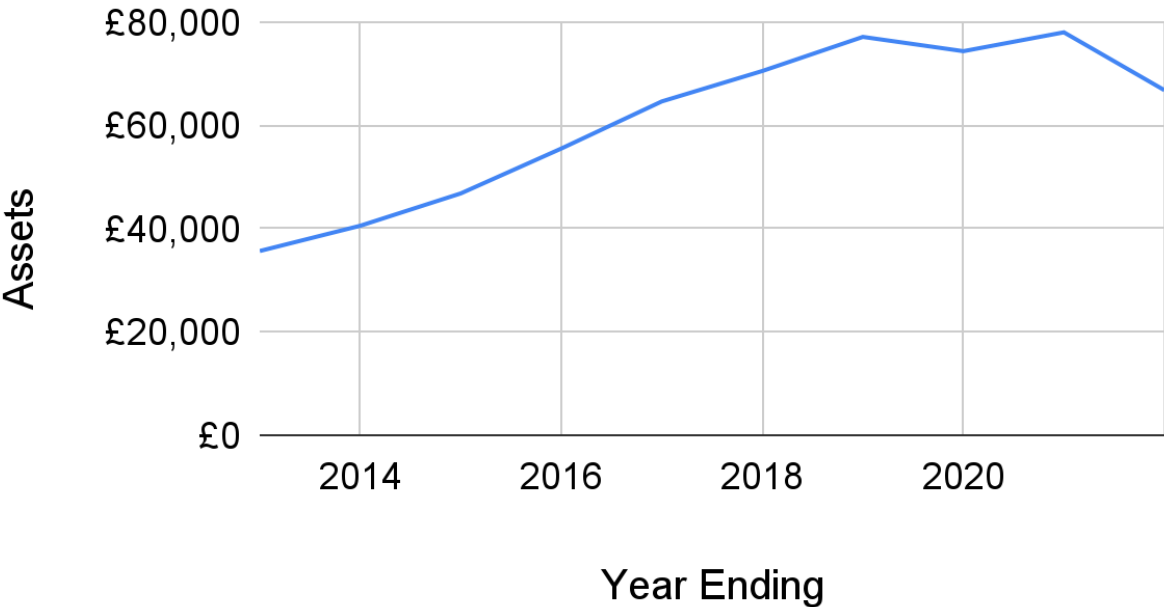
#### **This year's deficit**

This is the largest deficit going back 10 years, and the largest deficit since 2009, as ACCU has been largely steadily banking a significant amount of cash every year from that year on. The charts following have been extracted from the published accounts.

## Operating Surplus vs. Year Ending



## Assets vs. Year Ending

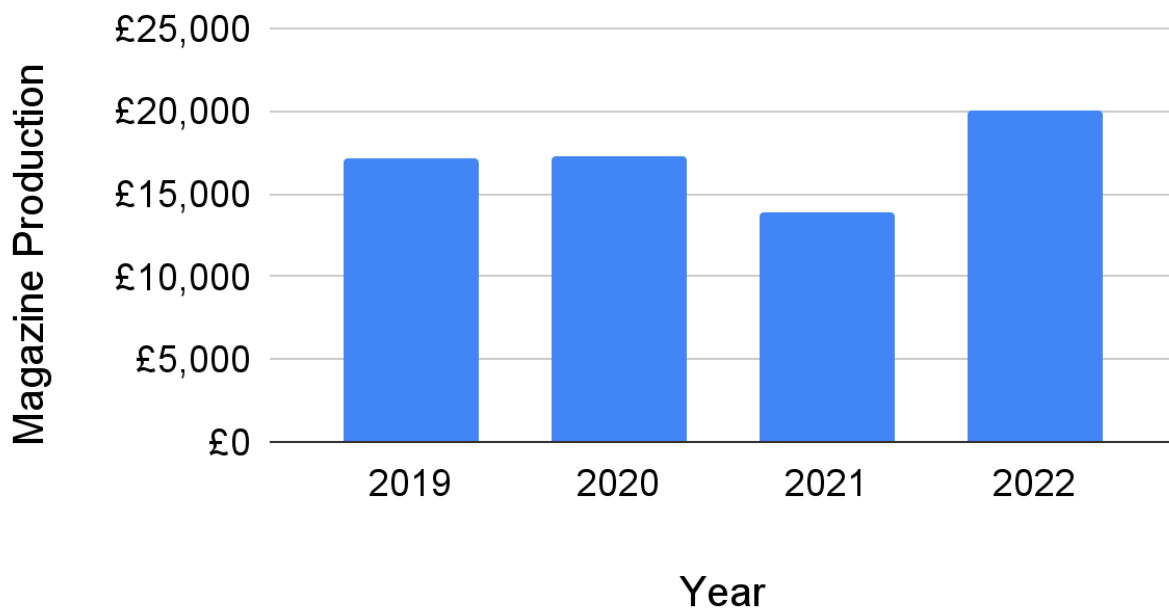


In 2022 the spreadsheet of incomings and outgoings added up perfectly with no need to chase up unpaid invoices and lost cheques. The majority of the deficit this year is due to 14 magazine production cheques being cashed this year and only 10 before, carrying 2 over. This looks like a change in revenue of £6,000 whereas it is merely delayed outgoings.

## Ongoing trends

Printing costs have been remarkably static, as we can see from the printer's invoice figure

### Magazine Production vs. Year



Point 1: until recently membership subscriptions would nicely balance members magazine production with a little left over to bank, a figure roughly the conference revenues. So, ACCU membership was close to cost neutral and the conference revenues increased the cash reserves.

Point 2: although over time we have acquired some more necessary outgoings as ACCU has acquired the burdens of the modern era, such as YouTube comment moderation and a public liability insurance policy, the majority of outgoings are the Magazine production and delivery costs.

Actual quantities have gone down a little, while the unit cost has gone up. Note that postage is covered in the invoice. Typesetting is constant each month and has stayed status for a while at £700 pcm.

2019 650 Overloads cost £1,185 - £1.82 each

2019 650 C Vu cost £1,421 - £2.18 each

2023 600 Overloads cost £1,325 - £2.21 each

2023 500 C Vu cost £1,616 - £3.23 each

On the average:

One year of Overload hence went from £11 to £13

One year of CVu went from £13 to £20

Point 3:

From our pricing

*Full Individual Membership: £45.00/year.*

*Basic Individual Membership: £32.00/year. This is similar to Full Individual Membership except that the subscription to the ACCU journals does not include printed copies of Overload.*

The final significant remaining benefit to the member is the conference discount.

## **Ongoing Investigations**

Action 1: the task of contacting HMRC to determine our organisational status has hit its first birthday 🎂 I have had to restart the process as none of the agencies involved are able to help nor advise.

Action 2: there is a parallel action to follow up on letters related to the waiver for filing corporation tax. This was sent to an out of date postal address and in addition should have been followed up by HMRC in 2018.

The knock on effect is that it is not currently possible to identify ACCU to YouTube fully as an entity type they recognise for accepting ad revenue, hence we can't collect our Youtube revenue, such as it is right now. Around now, the monies would support 2 frugal members, so we are not perturbed, but it will be better to have full control of the channel, ad options and any revenue.

## **Some suggestive facts**

Thought 1: as raised above, most of our costs are magazine production. One can argue that currently the basic memberships and any memberships that opt out of hardcopy magazines are subsidising magazine production.

This is currently implemented as an option on the 2 memberships.

Should an electronic-only membership exist that costs considerably less, or perhaps even be free?

To give a concrete example: if a membership type existed that covered its share of YouTube comment moderation, insurance and expenses it would be about the price of a coffee per year.

At that price point one might consider not charging them. As a courtesy we should engage Mosaic, the event organisers, to see if granting a conference discount seems fair.

Thought 2: we have considered that the YouTube channel monetisation (see earlier) might go towards making basic channel maintenance cost neutral. The dream is that we would have a channel publicising ACCU and its goals and conference through high quality content, which would not need member subscriptions revenue for support.

Thought 3: should anyone be in the dead trees game in 2023? ACCU could retain the magazines by simply moving to electronic only delivery and end up back in yearly surplus. I would be sad to see the printed magazines go away, but they are quite costly. It's a mark of pride that they go to the British library to this day and I still recall Francis Glassborow's suggestion that we should be putting copies on the coffee tables of every computer science department in the country. Could we achieve this with PDF only? And does the Computer Science department have coffee tables?

Thought 4: there are other ways of publishing articles and content now, and perhaps this is not a crisis, but in fact an opportunity to reskill the organisation.

## Conclusions

Operations proceed as normal with no significant issues to report. Reserves are healthy: we have used them this year to support the conference, with the aim of ensuring that the content produced is as good as we can make it. There is nothing impeding ACCU from operating for the foreseeable future of the next few years.

Patrick Martin, ACCU Treasurer

## 4. Accounts for the year ending December 2022

The 2022 accounts are available at <https://accu.org/members/documents/agm/AGM-2023-Accounts.pdf>.

Alan Griffiths queried the increase in the cost of insurance, in the accounts. This was due to the amount in 2022 covering two years.

The accounts were accepted by unanimous vote of the attendees.

## 5. Election of Auditors

Dietmar Kühl volunteered to renew his term as Co-Auditor for the period April 2023 - April 2025, and was voted in favour unanimously.

Alan Griffiths continues as the other Co-Auditor for the remainder of his term, April 2022 - April 2024.

## 6. Election of Officers and Committee

The results of the online election are given below.

103 of 553 ballots cast.

Option: Chair - Geoff Daniels

\*\*\*\*\*

Yes - I approve the candidate: 89 votes 98.89%

No - I reject the candidate: 1 vote 1.11%

Yes - I approve the candidate wins with 98.89% of the vote.

Votes tallied: 90

Abstentions: 13

Option: Treasurer - Patrick Martin

\*\*\*\*\*

Yes - I approve the candidate: 92 votes 100.00%

No - I reject the candidate: 0 votes 0%

Yes - I approve the candidate wins with 100.00% of the vote.

Votes tallied: 92

Abstentions: 11

Option: Membership Secretary - Matt Jones

\*\*\*\*\*

Yes - I approve the candidate: 92 votes 100.00%

No - I reject the candidate: 0 votes 0%

Yes - I approve the candidate wins with 100.00% of the vote.

Votes tallied: 92

Abstentions: 11

Candidate: Non exec committee members

\*\*\*\*\*

Roger Orr: 89 votes 15.75%

Phil Nash: 82 votes 14.51%

Guy Davidson: 79 votes 13.98%

Ralph McArdell: 78 votes 13.81%

Jim Hague: 83 votes 14.69%

Adeel Nadeem: 75 votes 13.27%

Ian Bruntlett: 79 votes 13.98%

Roger Orr, Jim Hague, Phil Nash, Ian Bruntlett, Guy Davidson, Ralph McArdell, and Adeel Nadeem win with 15.75%, 14.69%, 14.51%, 13.98%, 13.81%, and 13.27% of the vote each.

Votes tallied: 565

Abstentions: 10

The secure formatted report is available a <https://secure.electionbuddy.com/results/RR8LV3W4LXRX>

## 7. Other motions for which notice has been given

**7.1 The Association should, for this year only, allow members present at the AGM to nominate and elect any member of the ACCU committee.**

Proposer: Bob Schmidt

Secunder: Matthew Jones

## Results

Option: Motion: Authority to nominate and elect committee members at the AGM

\*\*\*\*\*

Yes - I approve the motion: 90 votes 95.74%

No - I reject the motion: 4 votes 4.26%

Yes - I approve the motion wins with 95.74% of the vote.

Votes tallied: 94

Abstentions: 9

## 8. Any other business

### 8.1 Committee vacancies

No interest was forthcoming from the floor of the meeting for the roles which will be vacant after the AGM (Secretary and Advertising). We will continue to seek to fill these roles during the year.

### 8.2 Raised from the floor

#### Finances

There was a discussion of the state of the ongoing finances of ACCU. Conference income has reduced in recent years, and as a result the assets of the Association are also reducing. Most of the Association's outgoings are on magazines, and cost increases have been in postage rather than printing.

Francis Glassborow noted that both editors have been struggling to procure sufficient content for the magazines, and suggested that CVu and Overload could be combined into a single unit for postage, either as separate magazines or bound into a single volume. Alan Griffiths noted that this had been tried previously, and had not been popular with the membership at the time.

It was suggested that the Committee should take an action to conduct a poll of members on options for improving the financial viability of the magazines.

#### Membership

Alan Griffiths inquired whether there were any suggestions for action to be taken about the declining membership numbers of ACCU. Felix Petriconi noted that the offer of free electronic membership (to the end of December 2023) to conference attendees had been successful, with roughly 40 extra memberships. Patrick Martin suggested we might consider a completely free membership tier. Geoff Daniels said that he would be happy to hear from members if they had any other ideas for increasing membership.

### 8.3 Conference organization

A vote of thanks was made to Felix Petriconi and his team for their successful organization of the 2023 ACCU conference.