

Minutes for ACCU Committee meeting

8th June 2014, London

Meeting started at 15:00.

1. Attending

Dirk Haun (remotely), Matthew Jones (remotely), Alan Lenton (remotely), Ralph McArdell, Malcolm Noyes, Roger Orr

2. Apologies for absence

Astrid Byro, Chris O'Dell, Robert Pauer, Mark Radford

3. Minutes from last meetings

The minutes of the meetings on 12th April and 4th May were approved.

4. Actions arising/ongoing

5. *Newcommittee: Ask for help with an article in CVu, and emails to accu-members and accu-general for migrating the membership system. Martin has had some response but changing the website is challenging. Ongoing.*

8. *Matt: to polish the wording of the proposal for the local group sponsorship and send it around for review.*

11. *Roger: followup whether a press release actually got issued prior to 2014 conference. Too far in the past to followup - note for next year.*

12. *Asti: Create survey to ask members what we can do that would encourage them to attend conference. Initial feedback does not suggest anything obvious that could be done to encourage more members to attend. Roger: ask Asti for a formal summary of the survey results.*

13. *Roger: send email address for auditor to treasurer. Done.*

14. *Alan: add a request to chairman's report for anyone with publicity experience to come forward to contribute their experience to the committee - would not have to be a committee member but could liaise with existing committee member.*

15. *Roger: send email to accu-announce for SGM. Done.*

16. *Matt: Discuss website/membership system integration with Martin and Archer Yates. Ongoing*

17. *Alan Lenton: co-ordinate comments/responses to website proposals. Alan: ask for comments via CVu.*

18. *Malcolm: write some notes/slides for encouraging local groups to try to turn attendees into members. Trial at Oxford meetup.*

Done - Oxford meeting had 3 minutes of "this is what ACCU is good at". Malcolm: share slides/notes with committee/local groups.

5. Special General Meeting

Setting up electronic voting might be hard - Giovanni hinted that removing names was hard to do. Roger to investigate. SGM will be on 2nd August 2014 at 3 p.m.

Roger suggested that the committee should consider whether the constitution should be modified to allow more flexibility so that members could still vote for officers at an AGM if no candidate had previously been announced. It was agreed that whilst the constitution *allowed* the committee to appoint co-opted members, perhaps democracy would be better served by allowing members to vote on the day. Comments would be welcome.

The committee were also concerned about the possibility that members attending the AGM might be able to vote twice (once electronically and once from the floor). Options for how to tighten procedures to avoid this need to be considered. One option is to close voting prior to the AGM but it was thought this would disenfranchise members who were not able to vote electronically. Comments would be welcome.

6. Reports

6.1 Advertising

No report.

6.2 Conference

Planning ongoing. Proposed schedule - call for papers 1st Aug, closing 31st Oct; committee will meet late Nov to agree programme. Proposed dates 22nd-25th April 2015 (preconference tutorial Tuesday 21st as usual). Andrei Alexandrescu has been confirmed for one keynote.

Initial feedback: Second year in Bristol generally a success. Room scheduling needs careful attention as some rooms were crowded for some sessions. Some potential delegates still feel Bristol is difficult to get to (more so than Oxford for example) and this can mean additional hotel nights which increases costs. Delegates from abroad apparently find it hard to get flights direct to Bristol and the journey from Heathrow is not easy.

6.3 Local Groups

There was some discussion about what assistance could be provided to local groups (in particular, funding for rooms or equipment). It was agreed that any funding provided would need to be capped and should be in addition to any sponsorship local groups could obtain themselves (see also item 8 regarding proposed wording that might help local groups approach companies for sponsorship). Matt and Rob to prepare a proposal for next meeting on how funding for local groups could work.

6.4 Membership

Not much to report - numbers still appear to be slowly dropping (Overload now < 800).

6.5 Treasurer

The Treasurer reported that the finances remained in a healthy position.

Rob: begin process to make new chair and secretary signatories for approved spending.

6.6 Publicity

No report (no publicity officer).

6.7 Standards

No report. Articles continuing in CVu.

6.8 Website

No report.

6.9 Mentored Developers

No report.

6.10 Social media

No report.

6.11 Publications

Submissions for magazines are slightly down on previous issues. There was some discussion about how we can attract more articles. There has been no confirmation of the claim that Overload articles could (perhaps in some limited circumstances, perhaps specific to certain countries/institutions) be accepted as 'peer reviewed'. If anyone has any further information the committee would be very grateful to hear about it.

7. Any other business

7.1 Mailing list moderators.

Still not certain who is moderator of which mailing list. Limited feedbacks so far from those who know they are moderators. Matt to send list of known moderators to committee list.

7.2 Publishing minutes of AGM/SGM and committee meetings

AGM/SGM: The committee could not see any reason why minutes from 2014 AGM should not be published as draft since they have been reviewed by the committee and will not change before the next AGM. Need to be clearly marked as draft when published on website (can they be watermarked?). Feedback from members welcome.

Committee meeting minutes. These should be reviewed by the committee and published as draft as soon as possible (aiming for about 1 week after the meeting). Alan noted it was important that disagreements in committee should be published but issues involving privacy needed different treatment and might require redaction. The default position should be to publish if possible.

Roger suggested that it would be helpful if committee members with specific responsibilities could provide a short report before the committee meeting took place - this would make it much easier to discuss at the meeting and add to the minutes.

8. Date of next meeting

Sat 2nd Aug 2014 following SGM, physical at Malcolm's house, hangout as before.

Outstanding Actions

5. *Newcommittee: Ask for help with an article in CVu, and emails to accu-members and accu-general for migrating the membership system. Martin has had some response but changing the website is challenging. Ongoing.*
8. *Matt: to polish the wording of the proposal for the local group sponsorship and send it around for review.*
12. *Roger: ask Asti for a formal summary of the 'why do members not attend conference?' survey results.*
14. *Alan: add a request to chairman's report for anyone with publicity experience to come forward to contribute their experience to the committee - would not have to be a committee member but could liaise with existing committee member.*
16. *Matt: Discuss website/membership system integration with Martin and Archer Yates.*
17. *Alan Lenton: co-ordinate comments/responses to website proposals. Alan: ask for comments via CVu.*
18. *Malcolm: share slides/notes with committee/local groups.*
19. *Roger, Matt: setup electronic voting for SGM.*
20. *Roger: ask Asti for formal feedback report from conference.*
21. *Matt and Rob: proposal for next meeting regarding funding for local groups.*
22. *Rob: begin process to make new chair and secretary signatories for approved spending.*
23. *Matt: send list of known moderators to committee list.*
24. *Malcolm: find out howto transfer chair/secretary email accounts and get them transferred to Alan & Malcolm.*
25. *Malcolm: remind committee members to provide report before next committee meeting.*