

# Minutes for ACCU Committee meeting

29th March 2015, London

---

Meeting started at 14:35.

## 1. Attending

Alan Lenton (remotely), Nigel Lester (Oxford local group organiser, remotely), Matthew Jones (remotely), Ralph McArdell, Malcolm Noyes (remotely), Roger Orr, Robert Pauer (remotely).

## Apologies for absence

Dirk Haun, Mark Radford

## 2. Minutes from last meetings

The minutes of the meeting on 17th January 2015 were approved.

## 3. Actions arising/ongoing

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.*
16. *Matt: Discuss website/membership system integration with Martin and Archer Yates. Matt discussed with Tim Pushman & Martin; responses need to be converted to requirements list. Matt to send out proposal for comments/discussion.*
17. *Alan Lenton: co-ordinate comments/responses to website proposals. Alan: ask for comments via CVu. No comments received. Asti has been having problems with the length of time it took to use the system. See also comments for 'Website report'. Done.*
21. *Matt and Rob: proposal for next meeting regarding funding for local groups. Done.*
26. *Rob: provide instructions to Alan/Malcolm on what needs to be done to become signatories for approved spending. Alan having difficulties with bank; will try to get Malcolm registered first. Done - will not add Alan Lenton this year since we don't think he will be required as a signatory.*
30. *Alan: Write proposal for ACCU conference session when GFP comes out. Alan will send proposal to committee in next few days. Done.*
31. *Matt: Send note to USA local group re: recording audio and providing slide deck for US local group. Done.*
34. *Matt: graphs of membership numbers for next meeting (note - we should probably plan to make these available to members so pdfs would be good!). Done.*
35. *Malcolm: write proposal for changes required to elect officers and circulate to committee prior to circulating to members. Done.*
36. *Malcolm to post note to accu-members advising members that we intend the 2015 AGM pack will not be printed (electronic only) so that members are aware of this change. Done - as long as the AGM pack is sent out/available well in advance of the conference, most people could see the argument for not doing this. We will trial this year and see how it goes.*
37. *Alan to propose summary of ACCU future direction for AGM. Done.*
38. *Malcolm to send email for AGM announcement to accu-announce. Done.*

## 4. Reports

### 4.1 Advertising

Report from Seb Rose:

---

Advertising has been very slow - hardly any enquiries and very few sales. Our main advertiser has agreed to renew, but has not yet

generated a purchase order.

---

## 4.2 Conference

This year just one track will be recorded - the cost of recording more tracks (approx £1000 per track) was considered too expensive.

Matt asked whether it was possible to know numbers of people booking since new memberships seem to be lower than last year.

## 4.3 Local Groups

---

I plan to start sending batches of >6 month old back issues to the local groups for them to hand out as freebies.

Nothing to report from local groups. Oxford very active as ever.  
Haven't heard much from Bristol or London.

---

## 4.4 Membership

Report from Matt Jones:

---

Requirements for new membership system are ready to circulate - don't want to overload everyone with AGM motions etc. Let me know when to distribute it.

Numbers:

Full Membership:568

Full Membership, Student/Retired/Similar:22

Basic Membership:37

Basic Membership, Student/Retired/Similar:3

Corporate:25

Total paying members: 655 (673 last report - 18 less)

Gratis:17

Honorary:23

Complimentary:31

Link to Joint:1

Note that I haven't seen this month's bank statement so there might be some standing orders to process, which would add a few members.

Will update and distribute the graphs when we get this month end's numbers.

---

## 4.5 Treasurer

Report from Rob Pauer:

---

The financial records are all with the accountant and we should see draft accounts in late March.  
There has been no unusual expenditure in the last few months.

---

Draft accounts have now been produced - auditors requested further information regarding ISDF fund/ceased hardship fund - Rob to

discuss with accountant and agreement expected next week.

#### **4.6 Publicity**

No report (no publicity officer).

#### **4.7 Standards**

No report.

#### **4.8 Website**

No report.

#### **4.9 Mentored Developers**

No report (no co-ordinator for this role).

#### **4.10 Social media**

No report. Martin has passed the Twitter, Google+ and Facebook accounts to Debamitro Chakraborti. The committee have some concerns about whether oversight of this is necessary and whether it would be helpful if Debamitro was co-opted to the committee. Malcolm to email Martin.

#### **4.11 Publications**

Report from Roger Orr:

---

The last issues of CVu and Overload have both had more material provided which is good to see.

Following the discussion of Alan Lenton's paper at the last meeting I've had email conversions with the magazine editors and with Alison the production editor.

---

The editors have advised that bi-monthly magazines would not make their job easier/harder to any great extent. In view of the potential saving, Alan will propose that the committee should investigate publishing bi-monthly and implement it if it makes sense. He intends to make this suggestion at the AGM such that members have ample opportunity to comment; it is expected that such a change would take several months to implement.

### **5. Any other business**

---

#### **5.1 Asti has been in hospital**

Alan suggested sending 'get well soon' card; agreed.

#### **5.2 Voting from the floor at the AGM**

Malcolm noted that we don't do much to prevent double voting (electronically and on the floor) and suggested that those members who wish to vote on the day of the AGM could register their intention beforehand to make this process simpler. Malcolm to send out note to accu-members advising this procedure.

#### **5.3 Hangout for AGM**

Rob advised that he is not intending to attend the AGM in person. Malcolm suggested that we could provide a hangout that would allow remote attendance by Rob (and others); to be investigated.

## 5.4 Publishing 'Code Critiques'

Ron wondered whether 'Code Critiques' could be published, perhaps as a book. Roger noted that we were intending to investigate publishing some on the website.

## 5.5 New Local groups

Nigel invited suggestions for how we could encourage more local groups and wants a resource (page/Google doc) that we could use to create a list of speakers who would be interested in speaking.

## 6 AGM

---

AGM is 25th April 2015.

Schedule:

~~Announce date (90 days before AGM): Sun 25th Jan~~

~~Proposal deadline (60 days before): Tue 24th Feb~~

~~Draft agenda (42 days before): Sat 14th Mar~~

~~Final Agenda (28 days before): Sat 28th Mar~~

~~Voting opens (21 days before): Sat 4th Apr~~

~~AGM: Sat 25th Apr~~

## 7. Date of next meeting

---

The next committee meeting will be on Sat 16th May 2015 @ 2:30pm at Roger's house.

## Outstanding Actions

---

*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.~~*

*16. Matt: ~~Discuss website/membership system integration with Martin and Archer Yates. Matt discussed with Tim Pushman & Martin; responses need to be converted to requirements list.~~ Matt to send out proposal for comments/discussion.*

*39. Matt to send out proposals on membership system to committee to comment.*

*40. Malcolm to send email to Martin asking about handover of social media accounts.*