Minutes for ACCU Committee meeting

22nd November 2015, London

Meeting started at 14:40.

1. Attending

Nigel Lester (remotely), Matthew Jones (remotely), Ralph McArdell, Malcolm Noyes, Roger Orr, Robert Pauer (remotely), Emyr Williams(remotely)

Apologies for absence

Alan Lenton (last minute technical difficulties meant Alan was unable to attend the meeting).

2. Minutes from last meetings

The minutes of the meeting on 6th September 2015 were approved.

3. Actions arising/ongoing

40. ~~Malcolm to send email to Martin asking about handover of social media accounts.~~ *Alan will consider how we should deal with this - agenda item for next meeting. Malcolm/Nigel will talk to Emyr to see of he would be interested in monitoring Social Media presence.*

42. *Alan needs to consider potential wording for statement on diversity (including disabilities).*

43. ~~Matt to check with Ewan that we are paying the Meetup fee and that he is claiming it back.~~ *Matt will take over this account*

44. ~~Alan to speak to Russel to find out what the conference status is and how we can help.~~ *Alan was unavailable but the report from Roger indicates that this is in hand - done.*

45. ~~Roger to talk to Overload/CVu editors regarding sending requests for articles via Twitter and offering a prize for best article.~~ *See note below - we are finding more contributors but not yet clear where these come from. A prize was thought to be a good idea; details to be published.*

46. *Alan to consider incentives for writing Overload/CVu articles for the next meeting.*

47. *Matt to contact Julie and ask her what is the best way of doing member checks for conference. Waiting for a response.*

48. ~~Ralph to contact webeditor@accu.org to get ACCU London mailing list fixed.~~ *Done.*

49. ~~Nigel will contact Ewan to find out how to generate logos for new local groups.~~ *Nigel has instructions but hasn't yet tried to make it actually work.*

50. ~~Matt to start sending complimentary copy of Overload to contact at Oxford University.~~ *Done.*

4. Reports

4.1 Advertising

No report.

Alison is still taking a number of small ads.

4.2 Conference

Brief verbal report from Roger Orr:

Call for Papers now closed. Approx 120 submissions for 60 slots and 8-10 tutorials. Conference committee due to meet at Heathrow (so that overseas members can attend) to confirm schedule.

Local group leaders could send note to local members that conference is open (when conference is open for payment).

Local groups very keen to host 'trial run' sessions in Feb/March so that conference speakers can practice their talks. Roger proposed sending out this suggestion with acceptance email.

Local groups would also be keen to host talks that were not accepted this year but were nevertheless interesting proposals; also worth letting proposers know this.

4.3 Local Groups

Report from Matt Jones:

I have dispatched more back issues to the groups that responded (Oxford and London). Haven't heard from the other groups. Once we have some material on the website for local groups we can encourage them all to use it, in particular the fixed "advert" for ACCU at the start of each meeting.

Growth rates are rising. Still no contact from Sheffield Hallam.

Added from Nigel Lester:

Local group meetup memberships stats - total 2231 - breakdown is:
1,440 - SFBay Association of C/C++ Users
211 - Bristol
354 - London
226 - Oxford - growing at a constant rate of 9 per month all year (1st Jan - 130; 1st Nov 223)

Nigel Lester will look after Local Group affairs from now on.

Nigel has been asked by some potential sponsors if we have a 'menu of charges'; we don't yet (suggestions welcome...). Perhaps we could sell space on the Meetup page? Perhaps distribute marketing material in return for internal advertising?

4.4 Membership

Report from Matt Jones:

Statistics			
Full Membership	526	Full Membership, Student/Retired/Similar	21
Basic Membership	40	Basic Membership, Student/Retired/Similar	3
Gratis	17	Honorary	23
Complimentary	30	Corporate	24
Link to Joint	1		

Total paying members: 614 (619 last report(after Sept. standing order renewals) - 5 less). I recently updated the membership graph (https://docs.google.com/spreadsheets/d/1_DBWE4ya54atjshmEMzA4qdWEa-bagJVc4A36u_YOpQ/edit#gid=11) and observed that the *recent* rate of decline is low. We will only be able to tell for sure once a full year's cycle has occurred since numbers are seasonal.

Giovanni contacted me recently about his decision to leave ACCU. The main reason was the continued focus on C and C++ which is no longer relevant to his work. I agree that we do seem to be falling back to the original definition of A.C.C.U., but for me (personally/professionally) and many members this is exactly what we do want. We need to keep this in mind when thinking about the

future. He noted that a number of former active and/or committee members have left over the past few years - maybe a sign that we are becoming something they don't want/like/need, or that we aren't changing at all.

4.5 Treasurer

Report from Rob Pauer:

The financial position remains strong.
There have been no unusual payments from our account.
If committee members need reimbursement for any expenses incurred during 2015 they should let me know very soon.

There was some discussion about whether we could get accounts by 2nd April so that they could be posted for members to vote on electronically. *Note: on reflection I'm not sure this is a good idea; better for the members to vote on audited accounts?*

4.6 Publicity

No report (no publicity officer).

4.7 Standards

Standards reports are appearing in CVu. Nigel Lester is publicising Jonathan's reports internally at his employer's business.

4.8 Website

No report.

4.9 Mentored Developers

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

4.10 Social media

4.11 Publications

Report from Roger Orr:

Publications report: no change.
Steve and Frances continue to do a good job of editing the magazines and the number of submissions, while low, remains fairly consistent.

Added by Frances Buontempo:

Somehow we had two new writers for 130 - currently being proofed etc. One is by me talking to people at work, and the other I'll ask how he found us, and if he's already a member. I think I've had a couple of new authors from out of nowhere this year. I suspect down to Martin's hard work getting us to show up in more internet searches, but have no proof yet.

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5. Any other business

5.1 Officer for Disabilities

At the AGM Francis Glassborow raised the issue of an ACCU officer for disabilities. ACCU previously had a an officer for disabilities but apparently this officer was never required to carry out any actions so the post lapsed. The committee felt that it was something that

ACCU *should* have a policy on and something should be added to the webpage - possibly a statement on diversity on the 'About' page? Alan needs to consider potential wording *(deferred due to Alan not being able to attend)*.

There was a discussion about diversity/code of conduct (especially with reference to the conference). Many other conferences have policies but committee members do not have much experience in this area. *Note: there has since been a discussion about this subject on ACCU-General and a CoC has been issued for the conference.*

5.2 Were the conditions for a quorum at the SGM met?

There was some discussion about how to interpret the constitution; the view of the committee at the time was that the only things that could be decided at the SGM were items that would be voted on using electronic voting (which clearly did have sufficient numbers), however a strict interpretation of the constitution (7.8) suggests that there the meeting should have had a quorum of 10 voting members. There was also some discussion about what it means for voting members to be 'present' at the meeting (Hangouts, phone-ins, chat are all possibilities). Malcolm's view is that the constitution does not need changing as it is now clear for any future SGMs that 10 members should be present and SGMs are rare (AGMs generally have well above the quorum as they are held at the conference venue). The 10 members limit should not be hard to achieve and is beneficial as a check on the committee.

Alan will consider this for the next meeting *(deferred due to Alan not being able to attend)*.

5.3 Future direction of website and membership database

No-one has a clear idea of what we want the system to do; the current system is acceptable but could be improved:

- there are no links with the conference data held by Archer Yates.
- we cannot automatically check members who go to conference.
- we cannot remind members who previously attended that conference is approaching.

Matt to contact Julie and ask her what is the best way of doing this check.

Schedule another discussion for next meeting *(deferred due to Alan not being able to attend)*.

5.4 Data security

We currently hold membership details (including emails); Archer Yates also hold details. We don't have a clear policy for the security of this information.

Matt will ask Archer Yates what their policy is and also confirm with Tim Pushman how the ACCU server is secured.

5.5 Computing in Schools

Alan has been asked (by Russel Winder) to consider what we can do to support computing in schools. See also http://www.computingatschool.org.uk *(deferred due to Alan not being able to attend)*.

6. Schedule for 2016 AGM

Sunday 24th January 2016 - Announce (AGM -90)
Tuesday 23rd February - Proposal deadline (AGM - 60)
Saturday 12th March - Draft agenda (AGM -42)
Saturday 26th March - Agenda freeze (AGM -28)
Saturday 2nd April - Voting opens (AGM - 21)
Saturday 23rd April - AGM

7. Date of next meeting

The date of the next committee meeting will be Sunday 24th January 2016 @ 2:30, physically at Roger's house (35 Kitto Road, SE14 5TW). Note that this is also the 'Announce date' for the AGM.

Meeting ended at 16:00.

Outstanding Actions

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