

# Minutes for ACCU Committee meeting

17th September 2016, London

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Meeting started at 14:35.

## 1. Attending

Matthew Jones (remotely), Nigel Lester (remotely), Ralph McArdell, Malcolm Noyes (remotely), Robert Pauer (remotely), Bob Schmidt (remotely), Roger Orr, Jonathan Wakely (remotely)

## Apologies for absence

None

## 2. Minutes from last meetings

The minutes of the meeting on 23rd July were approved.

## 3. Actions in progress from previous meeting

### Actions from previous meetings:

*46. Bob to consider incentives for writing Overload/CVu articles for the next meeting.* The committee discussed some options; Bob will write to potential beneficiaries and ask for comments.

*47. Matt to contact Julie and ask her what is the best way of doing member checks for conference.* See membership report - done.

*61. Matt to ask Archer Yates whether their proposals would allow direct debit.* See membership report - done.

*63. Nigel will follow up whether we can help with equipment for Silicon Valley group and whether they have archives that we could put on our YouTube channel.* No response from group - done.

*64. Roger will continue to investigate having adverts in pdf versions of magazines.* Electronic versions of advertisements are now included - done.

*64a. Roger to ask for feedback on which talks were most popular.* Done.

*65. Bob will publish the diversity statement for all members to review in a future CVu.* Done.

*66. Malcolm to ask Martin to update list of committee members.* Ongoing.

*67. Nigel to add new column to 'local groups' page with 'primary contact'.* Ongoing.

*68. Malcolm to ask Asti to elaborate on how we may be able help with book reviews.* Ongoing.

### Actions added by this meeting:

69. Matt - Send letter to members who are not paying the correct amount asking them to change.

70. Rob to remind Jim Hague to reclaim web site costs Not sure if this is still necessary - Malcolm to check with Jim?

71. Roger - Note link between isocpp.org and accu.org

72. Nigel to create "Join ACCU" image so that we can add it to the website as a clickable link.

73. Malcolm to look into whether we can have more than 1 person access Election Buddy.

74. Bob - Create procedure for violations of Code of Conduct/Diversity Statement.

## 4. Reports

### 4.1 Advertising

No report.

### 4.2 Conference

Report by Roger Orr:

1 person has joined the conference committee as a result of the request for new members.

### 4.3 Local Groups

Report from Nigel Lester:

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- Local Groups meetup membership has grown by 5% (161) in the last 2 months to 3270. Most of this was the ACCU Bay Area group.
- Most groups are active and have new term (Sept) talk arranged.
- ACCU Oxford has a new sponsor which is Martin Baker (the ejector seat people). They are funding the SGM drinks plus they are bringing an ejector seat to the session to "try"
- They are potentially interested in the giving talks to local groups. They are looking to increase their visibility in the community as they are growing.
- Following asking the local groups who would like to get copies of latest version of magazines to distribute, only the Bay Area responded asking for 12 copies. This has been arranged.
- Once we are out of "safe" mode (ordinary administration) we can look at approving the local group starter kit.
- Emyr Williams will formally take over the running of Bristol in Jan 2017. The handover from Ewan Milne is taking place.
- Phil Nash has recently join JetBrains team as a Developer Advocate and is kindly volunteering talks to the local groups.

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JetBrains have offered free products as raffle prizes; the committee are happy to accept such offers as long as there are no strings attached. Where such offers are taken up we should note the result (and probably publish in CVu).

### 4.4 Membership

Report from Matt Jones:

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Mostly running smoothly.

We just had the big August blip where 20 or so members who pay by standing order lapse for a month before I get to see the bank statement. It has occurred to me to a) contact them all and try to get them to move to credit card (more work for them to renew though) and b) attempt to delve into the scripts on the website to send standing order members a magazine while they are in grace. Currently I think they miss one copy a year during the period between expiry and me processing the bank statement, but nobody complains! (Action: MRJ)

We have a few standing order payments that don't tie up with a membership. All I can do is note them and if anyone queries, offer a refund. I will start a spreadsheet on google docs mainly for me and the treasurer. (Action: MRJ)

We have a few standing order members who aren't paying the right amount. We have tried to contact them before. I will write a good old fashioned paper letter, give them a chance to respond, then bump them down to the level of membership that matches what they're paying. Unless we feel we can afford to simply ignore this? It is only a few members, and amounts to a loss of around £100 at the most. (Action: MRJ or discuss)

I have been having severe problems getting post to Turkey. We have one unfortunate member there who hasn't received a single magazine since he joined 6 months ago. They all go astray or get returned to me. I sent a wad of back issues in a very carefully addressed package, to his workplace (a university) and it got returned with an illegible scribble on the outside. He showed a photo to

his post office and they are at a loss. It seems their postal service is struggling. The suggestion is to send the next one using a tracked service, to find out what's going on. I will persevere, but we should note that this is costing us a little in postage. I feel its unfair to abandon him at this point. It might be that I have to send a couple of packages a year, tracked, rather than him getting (or, rather, not getting) the monthly mailed copies.

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#### **4.5 Treasurer**

Report from Rob Pauer:

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As usual nothing out of the ordinary.

Archer Yates settled for the conference on 2 September

It would be useful to find out how we are to pay for the new website hosting and how much it will be.

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#### **4.6 Publicity**

No report (no publicity officer)

#### **4.7 Standards**

Report from Jonathan Wakely:

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Nothing much to report for standards. The CVu deadlines don't line up well with the C++ meeting schedule, so the first report after a meeting might be rushed, and then nothing's happened by the time of the next report, but c'est la vie. I've also not been following the C committee (apart from the one meeting I attended earlier this year) so my reports tend to be heavy on the C++ side.

I don't know if any progress has been made on making the standards reports available online to non-members.

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#### **4.8 Website**

Bob has asked Jim for a brief description of his work and a short bio to be included in the next CVu.

#### **4.9 Mentored developers**

No report.

#### **4.10 Social Media**

No report.

#### **4.11 Publications**

Report from Roger Orr:

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Steve and Fran continue as editors doing their usual good job.

Adding adverts into the online version seems to be working out OK.

The "review crew" is being updated.

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## 5. Any other business

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### 5.1 Diversity Statement/Officer for Disabilities

At the AGM Francis Glassborow raised the issue of an ACCU officer for disabilities. ACCU previously had 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?.

Bob Schmidt has prepared a draft statement that has been circulated to the committee and other members who can help us understand the issues. The response has been generally positive (with a couple of queries for us to think about). The statement has been published in CVu for all members to review and will be republished in a future CVu. The next step is ensure we have adequate procedures to follow should there be any non-compliance.

### 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.

Chair will consider this for future meeting.

### 5.3 Computing in Schools

Chair has been asked (by Russel Winder) to consider what we can do to support computing in schools. See also <http://www.computingatschool.org.uk>.

### 5.4 Membership categories

Raised by Bob. Should we make it explicit that the committee can offer sub-classes of membership as required? Yes we should clarify these options on the web site.

## 6. Special General Meeting

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The SGM will take place on 28th September. Nigel will verify votes for SGM. Malcolm to look into whether we can have more than 1 person access Election Buddy.

## 7. Date of next meeting

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The date of the next committee meeting will (provisionally) be Saturday 19th November 2016 @ 2:30 UK local time, physically at Roger's house (35 Kitto Road, SE14 5TW).