Minutes for ACCU Committee meeting

20th January 2018, via Hangouts

Meeting started at 14:40.

1. Attending

Jim Hague, Ralph McArdell, Malcolm Noyes, Roger Orr, Robert Pauer, Bob Schmidt

Apologies for absence

Nigel Lester, Matthew Jones, Russel Winder

2. Minutes from last meetings

The committee approved the minutes of the meeting on 18th November.

3. Actions in progress from previous meeting

Actions from previous meetings:

68. Asti has asked to pass on book reviews to someone else. Malcolm has a volunteer and has finally been able to contact Asti. No contact for some time so assuming this is no longer happening; book reviews is an open position. Done..

74. Bob - Draft procedure for violations of Code of Conduct/Diversity Statement created. Ralph commented that it may be difficult for local group organisers to deal with complaints and perhaps the detail needed revising; Bob will review and revise as necessary. Bob will look at Bibliography and changes for next meeting. Committee approved the revised version; Bob will publish in the website. Ongoing.

93. Nigel to write some notes on affiliations with other groups. Nigel has spoken to Phil Nash. Ongoing.

95. Nigel will email local groups asking them to advertise the requirement for a web editor. Currently takes Bob 4-5 hours per issue. Done.

98. Roger to check Jonathan Wakely was still happy to carry on as Standards officer. Emyr Williams will take over as temporary Standards Officer until the AGM. Done.

Actions added by this meeting:

99. Roger to ask conference committee whether we can send out announcement email and add pre-conference workshops to registration.

100. Bob will email accu-general reminding people who have had conference talks approved that local groups are very happy to host 'practice' talks.

101. Rob will make enquiries to see whether we can have some sort officer/director insurance to protect against liabilities.

102. Jim to contact Andy Balaam to see whether we can incorporate a blog aggregator into our website.

103. Rob and Malcolm to email accu-members and accu-general to encourage people to stand.

4. Reports

4.1 Advertising

No report.

4.2 Conference

Report from Russel Winder:
ACCU 2018 Conference Report

Most of the submitters of sessions accepted at the 2017-12-02 conference committee meeting have replied and accepted. I am about to chase the recalcitrants. We have had some withdrawals so having to offer to some "reserves", also having to rearrange the original schedule due to new constraints being notified. Basically though we have a programme

The conference dinner will on the Thursday as an experiment in response to some feedback received over the last couple of years. Bloomberg will run a party evening on Friday.

Registration is open, the more people sign up sooner, the better.

ACCU 2019 Conference Report

We have tentative booking at the Marriott Bristol for the second week of April.

Ralph wondered what had happened to the Conference announcement email; perhaps the pre-conference workshops should be published by now? Roger will chase this.

Local groups have offered to host anyone who wants to give a 'practice' conference talk - Bob will email accu-general reminding people of this offer.

4.3 Local Groups

Report from Nigel Lester:

- C++ London accepted our local group affiliation offer. There are a couple of tasks I need to complete just to close this out.Hopefully we can do more of these affiliations.Local group meetup membership has gown by nearly 21% (1010 members) to just over 5.8k - I have included the 783 C++ London members in the total.
- The groups seem to be restarting their sessions following the break for the holidays.
- This time I haven't polled the groups for input. The only open request was for a chrome book for ACCU Bristol, as a means of having something that is known to work with the Bristol Marriott's AV equipment. I just need to turn this into a formal request.
- I have reserved a couple of ACCU Oxford sessions for conference talk dry runs. When I come back up for air following year end/start, I will follow up on this.
- For conference I am planning 2 sessions, one for the meet the ACCU committee, and the other is for a group leaders get together to share hints and tips. My thinking was to not limit this to just ACCU/Techie groups, but have it open to anyone, as the community- building skills are common to all domains.

4.4 Membership

Report from Matt Jones:

Nothing much to report. Membership numbers are up to date here:
https://docs.google.com/spreadsheets/d/1_DBWE4ya54atjshmEMzA4qdWEa-bagJVc4A36u_YOpQ/edit#

We seem to be continuing our slight upward trend in numbers, which is a good sign. New members for 2018 have been thin on the ground, but decidedly multinational! I expect a flurry when people sign up for the conference.

We had a small problem with Parchments for this CVu - they only sent magazines to 18 of the 21 UK corporate members, and couldn't tell which. I'm helping them (since I can't give any further contact details to Parchments) and we should have it resolved as soon as everyone responds to my email. Not a big deal, and I'm only mentioning it because there's nothing else to report!

I am expecting the usual tasks in the run up to the AGM - preparing the e-voting list etc.

4.5 Treasurer

Report from Robert Pauer:

I am organising the papers for the year end accounts.

Otherwise everything is normal.

4.6 Publicity

No report (no publicity officer)

4.7 Standards

No report.

4.8 Website

Report on hosting from Jim Hague:

Bob has asked whether anything can be done to prevent bots registering on ACCU website. Jim will investigate.

Report on web editing from Bob Schmidt:

- Got the December Overload and January CVu posted to the website.
- Brought the "by article" and "by author" bibliographies up to date all the way back to July 2017.
- Updated the ACCU Committee page to include Emyr Williams as Standards Officer; modified Jim Hague's Webmaster entry to remove the brackets and reference to "co-opted"; added a line for Book Reviews (currently vacant); removed my name from the Auditors section.
- Started getting the most recent two book reviews ready for the web site. (This is the last of the catch-up I need to get done.) I contacted Alison and asked her if she would provide XML versions of the book reviews going forward, and how that would affect her rate. She said she would, it wouldn't be that much work, and would have no effect on her rate. (Martin was converting the book reviews from PDF to Text to HTML. I found that process to be cumbersome and error-prone. Plus, I'm lazy.)
- I got the bibliographies updated over the holidays. Martin's instructions required installing Perl, sed, MikTex, and bib2xhtml. Despite the detail with which Martin documented it, I could never get the procedure to work – it kept aborting in MikTex. So I wrote a single C++ program to do the same thing with fewer manual steps. The program takes a single TXT data file as input, and generates four HTML files as output.
- I simplified the input data file formats. (Removed the quotation marks around the string fields; eliminated the need to surround text with braces in order to maintain capitalization; changed all of

the author name data to "Last, First" name; continued support for one-name authors; added comments to the data files documenting the fields and their formats; eliminated split Note lines in favor of all text on one line; removed the trailing comma from each line; converted the month abbreviations to straight text fields).

- I added the ability to specify multiple authors for each paper. Previously, only the first author got an entry in the "by author" bibliography; now every author gets an entry. I modified recent data entries so that contributors to the code critique competition now get "by author" credit.
- I removed the data following the start-of-article token, because it was duplicate data and unused. I considered removing the ISSN number from each data entry, because we don't do anything with it. (I may still do that.)
- Converted all generated hyperlinks to relative links, per Jim's email on security.

Total time to do January's CVu, less the book review, was only 2.5 to 3 hours, a big improvement over the 5+ hours it was taking me.

4.9 Mentored developers

No report.

4.10 Social Media

No report.

4.11 Publications

Report from Roger Orr:

Still just getting enough material to publish (you may have noticed that the last CVu was thinner than we might want)

The 'Best Article survey is open but there has not been a lot of participation (last I heard was 14 people had responded)

Bob's work on Web publishing is greatly appreciated

5. Any other business

5.1 Legal status of Association

Following the decision by PyConUK to change their legal structure to avoid liabilities, the committee discussed whether the current legal status of ACCU was still appropriate. It is believed that since the ACCU is an Association it has no legal status and is therefore unable to enter into contracts (we know because we have difficulty setting up things with companies). However we may have obligations for the production of the magazines, local groups and mailing lists.

We believe that PyConUK changed because they do have possible liabilities for the conference; since the ACCU conference is organised by Archer Yates, the ACCU is in a slightly different situation.

Update: 2018-01-20: We also need to consider possible liabilities due to publishing libellous/proprietary/copyright material. We might also be able to have some sort of officer/director insurance. Rob will make enquiries.

The committee will review this at the next meeting.

5.2 Blog aggregator

In CVu Nov 2017, Andy Balaam offered to "set up an official [blog aggregator], or transform Planet Code into one, if the ACCU committee wanted to do that.". The committee would like to explore this further if it is technically possible with our web-site. Jim will contact Andy.

5.3 Proposed C++ conference

The committee understands that there is a proposal for a UK based C++ conference, possibly aiming to also include people new to C++. There were concerns that it might conflict with the ACCU conference if it was held early in the year and whether our relationship with Archer Yates might be compromised if we were affiliated to the new conference in some way. At this stage the committee don't think we can be more involved, except perhaps to offer magazines to distribute at the conference (which we have done before for other conferences).

5.4 Scanning old magazines

Rob is still happy to assist in scanning old magazines, if required.

6. Annual General Meeting, 2018

AGM Schedule:

~~Announce date~~	~~14 Jan 2018~~	~~(AGM - 90)~~
Nomination/Proposal deadline	13 Feb 2018	(AGM - 60)
Draft Agenda	3 Mar 2018	(AGM - 42)
Agenda Freeze	17 Mar 2018	(AGM - 28)
Voting Opens	24 Mar 2018	(AGM - 21)
AGM	14 Apr 2018	Marriott Bristol

Malcolm Noyes has announced that he will not be standing again as secretary.

7. Date of next meeting

The date of the next committee meeting will (provisionally) be Saturday 24th March 2018 @ 2:30 UK time, via Hangouts.