Minutes for ACCU Committee meeting

20th May 2018, via Hangouts

Meeting started at 14:30.

1. Attending

Emyr Williams,Nigel Lester, Bob Schmidt, Roger Orr, Matt Jones Jim Hague, Patrick Martin

Apologies for absence

Robert Pauer

2. Minutes from last meetings

The committee approved the minutes of the previous meeting

3. Actions in progress from previous meeting

Actions from previous meetings:

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

104 Bob will do a test to see if it is possible to access member only content after creating an account on the website. Done

105 Bob will contact London office to see whether non-legal organisation is allowed to use an iZettle/SumUp device. Done

Actions added by this meeting:

106 Nigel to draft the GDPR statement and compliance actions for ACCU

107 Patrick and Rob to work on getting cheque authorisation sorted out for secretary

108 Contact Martin re: admin of Trello board

109 Turn off the password reminder

4. Reports

4.1 Advertising

Nothing to Report

4.2 Conference

See Russel's notes and F.C's proposal

Feedback on diversity

    Content - C.C. feels it's about right

    Keynote - it was noted that the Keynote speaker did not do what she said she would

4.3 Local Groups

The local groups luncheon was successful

4.4 Membership

From Matt Jones

Following contact at the conference, we have supported Kris van Rens and http://040coders.nl/ with a parcel of back issues, and ongoing extra copies for him to distribute. The back issues went down very well at his last meeting, and we look forwards to a few more Dutch members.

4.5 Treasurer

Committee to contact Rob regarding the accounts

4.6 Publicity

Russel's twitter campaign successful

Jim will tie the Blog to Twitter

4.7 Standards

Emyr is in post

4.8 Website

Blog aggregator on main page

Work experience person is working ona version that is in staging and in source control

Bot registrations are manually approved

4.9 Social Media

Slack channels: there is a proliferation

Action: Copy the important items to our website (

4.10 Publications

Getting content is still an issue

5. Any other business

5.1 GDPR

From Matt Jones

As discussed amongst the committee, I agree the membership data we keep is appropriate and justified. Disclosure of names and addresses to the printing company (to enable them to post the magazines on our behalf) is also appropriate and necessary. We should check that Parchments destroy the files after use. Expiry and removal of accounts is automated by the website and I although I'm not sure of the timescales, it seems to be less than a year as I occasionally have to investigate members expiring when they forget to renew.

Conclusion: informed consent - keep pressing forward

There are 3 mechanisms to hold data:

- Explicit consent
- Contract - ex. Membership
- Legal compliance

Consider recording of IP addresses and setting of cookies

accu_membership@accu.org to be the GDPR contact

There is a 72 deadline to report if passwords have been extracted.
How do we know if we've been breached?

There are a number of inspectable properties, like ssh connection failure events and bytemark monitors traffic levels. The website uses md5 hashed passwords, whereas mailman exposes them in the clear

Action: email blast to all members with privacy policy

Query about employing GDPR auditor services? Not for now.

Breaches are reported at http://haveibeenpwned.com, and this allows registration to be notified if a dump appears on the web

Action: Look into ads.accu.org for any implications

5.2 Secretary authorised signatory

The treasurer (Rob) has asked if the Secretary (Patrick) would be willing to undertake the role of authorised signatory. Patrick is fine with this and some paperwork will need to be sorted out to activate this.

5.3 Supporting CPP include http://www.includecpp.org/

Action: mention in next CVu

6. Date of next meeting

The date of the next committee meeting will (provisionally) be Sunday 22nd July 2018 @ 2:30 UK time, via Hangouts.