Minutes for ACCU Committee meeting

8th September 2019 via Hangouts

Meeting started at 2:30.

1. Attending

Bob Schmidt, Rob Pauer, Felix Petriconi, Guy Davidson, Patrick Martin, Phil Nash, Roger Orr, Matt Jones, Jim Hague, Ralph McArdell

1.1 Apologies for absence

Russel Winder

2. Minutes from last meetings

The minutes from the previous meeting were approved.

3. Actions in progress from previous meeting

Note: the Google Sheet for actions is here:

https://docs.google.com/spreadsheets/d/1RMTorasYR_A94VBjv-Dn6ghhTVWLbW0w1ekhN994qFI

Actions from previous meetings:

119	Nigel: GDPR to create steps to take on breach and similarly procedure to handle takedown notices - Patrick to confirm all is done
122	Seb? Bob?: update the very old advertising card
129	Deal with at conference: Bob: ask Russel his opinion on turning off YouTube comments; asking authors if they are willing to provide a link that can be embedded with videos so that viewers can contact them. This might involve changing the speaker's form to include that information.
139	Matt to pass on the Meetup admin role to Phil to help the local groups
140	Phil to write up and pass round his suggestions for local group affiliations
141	Roger to contact Jim re: turning off YouTube comments
142	Bob to define a policy for Waivers to be awarded to co-opted committee members
143	All: suggestions to define some central storage solution for ACCU documents. etc. consider GDPR

Actions added by this meeting:

Action	Action

item	
144	Roger: to investigate the implications on web based publications of receiving a takedown notice and ACCU's liability
145	Bob: to investigate the arrangement in place with Alison to identify the arrangement for adding adverts into the publications
146	Phil: Local groups: propose to add "affiliated groups" section underneath - Phil to send details to Bob
147	Felix: to contact Russel for ability to email Youtube authors.
148	Patrick: investigate possibility of using the Bloomberg auditorium

4. Reports

4.1 Advertising

Good news: QBS has purchased another year of advertising.

Bob has a draft of the new advertising card.
Created action 145 to follow up status of adverts agreement with Alison.

4.2 Conference

From Russel:
For the ACCU Autumn 2019 conference, I believe all is going according to plan.

For the ACCU 2020 conference, everything is leading up to the call for

proposals in October.

Re: Matt's query of how many printed copies should be produced for the Autumn conference.
An estimate of half as many as Bristol (spring).

4.3 Local Groups

Local groups: propose to add "affiliated groups" section underneath - action 146
From Ralph: ACCU London needs some more effort, and booking Skillsmatters is becoming difficult.
For Patrick: investigate how to use Bloomberg auditorium?

4.4 Membership

From Matt

Membership statistics:
https://docs.google.com/spreadsheets/d/1_DBWE4ya54atjshmEMzA4qdWEa-bagJVc4A36u_YOpQ

Nothing much to report.

We continue to have problems getting our magazines to Garmin Cluj in Romania, a corporate member. It looks like they have a very lazy, or very jobsworth, postman. Consequently I am having to send parcels to them by recorded delivery every now and then. I am willing to put up with this as I feel they don't deserve to suffer and are clearly very keen to be members.

In case I don't make the meeting, should we consider sending next month's Overload to the Autumn conference? The timing might just work. If so how many extras? I have no idea what the attendance might be.

4.5 Treasurer

Rob: All up to date.

4.6 Publicity

Nothing to report.

4.7 Standards

Another Standards report has been produced. 2 monthly cadence is suiting Guy well.

4.8 Website

From Jim:

There's not much to report with regards to the website. There have been no operational outages since the last meeting, and the volume of bogus signups to the website remains pleasingly low.

Bob recently asked me if we had figures on the volume of downloads for journal PDFs. We're not, as far as I know, keeping any regular stats, but I ran some ad-doc searches against the web server logs, and over the last 30 days Overload issue PDFs get downloads are in the several hundreds per day, with peaks around 900 per day, presumably at issue launch time. CVu is much less popular - typically 20-40 per day with the odd individual day at 150-200. EPUB downloads are about 10% of PDF downloads.

Since the last meeting I have managed to move forward a little on the

new website. There are now documents on the current state of play at

https://github.com/accu-org/hugo-site/blob/master/doc/*. I'm working on 2*

matters at the moment:

1. Attempting to do journal indexing using Hugo taxonomies. The current

theme has no support for taxonomies, so that needs to be added.

2. A Python module for Flask to validate logins against the existing

database.

I've asked Jez Higgins for a hand. He's considering.

On 26/08/2019 21:56, Bob Schmidt wrote:

> Agenda items for meeting:

> [...]

> -   Alternate method for reworking web site, based on discussions

> with Jim Roper.

I'd very much like to hear this. I will hope my field has some 4G.

Jim was able to join the online meeting and in reference to the query about Jez Higgins' possible help, this was for taxonomy support in the Hugo template.

Re: action 143, Jim pointed out after last meeting that there is git repo available on the server, and in addition a Wikidoc instance, which should have the ability to apply access controls.

The question of whether there were one or more off-site backups of the backing store for these needed to be double checked by Jim - he will get back to us when he's had a chance to check.

4.9 Social Media

No report.

4.10 Publications

Nothing much new to report, w.r.t. publications: we could always do with more articles.

5. Any other business

5.1 Bob Schmidt - YouTube monitoring proposal from Jim Roper / Digital Medium

From Bob:

Discussions under way to handle questions posted under conference videos, so we do not have to disable comments.
Felix intends to ask for permission to contact authors in future conferences.

Contacting authors of previous videos as discussed, via the conference chairs and via public announcement, limited to Spring 2019. Action 147 for Felix to contact Russel for ability to email Youtube authors.
Phil made the point that for presenters who may not wish to be exposed to commentary on the internet should be supported by ACCU

Ralph proposed that we proceed to engage with Jim Roper on a year's of YouTube comment moderation.
Seconded by Guy Davidson
Approved unanimously

Rob proposed that we note that it was not deemed necessary that other candidates were considered, due to this being a trial.

5.2 Bob Schmidt - Alternate method for reworking web site, based on discussions with Jim Roper.
Deferred for now.

5.3 Rob Pauer - Insurance
Rob and Bob to proceed with the effort of getting insurance formalised. The statement of fact asks some questions that might be difficult to address - it was proposed that we clarify whether some clauses need to be addressed and whether the constitution would satisfy the questions.

5.4 Rob Pauer - Website Development
Rob raised the idea of how and whether we might put the website out to tender, and how much it would cost.

5.5 Patrick - ACCU shared calendar?
We will set one up for the committee.

6. Date of next meeting

The date of the next committee meeting will (provisionally) be November 24th @ 2:30PM , via the usual Hangouts.