Minutes for ACCU Committee meeting

13th March 2022, via Google Meet

Meeting started at 14.45

1. Attending

Robin Williams, Guy Davidson, Matt Jones, Ralph McArdell, Roger Orr

Apologies for absence

Geoff Daniels, Felix Petriconi, Adeel Nadeem. Nothing further received, due to lack of notice of meeting – apologies to all from the Secretary for overlooking this.

2. Minutes from last meetings

The committee approved the minutes of the previous meeting

3. Actions in progress

Note: the Google Sheet for actions is here:

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

122	Patrick: update the very old advertising card - get ad server stats and web visits from Bob and Jim
143	Patrick: suggestions to define some central storage solution for ACCU documents. etc. consider GDPR - talk to Rob Pauer
146	Phil: Local groups: propose to add "affiliated groups" section underneath - Phil to send details to Bob
153	Patrick: to investigate setting up the safety account for the Paypal payments
177	Robin: clarify some Constitutional points: e.g. "Honorary Auditor"? and is the AGM announcement timeline still relevant? - Review / canvas wording for motion at 2022 AGM
180	Patrick: confirm when advertising contract comes up for renewal.
182	Patrick: Discuss YouTube channel promotion & monetization with Jim Roper.
185	All: Review Phil's local group affiliations draft towards approval at next meeting.
186	Ralph, Phil: Report on re-launch process for local groups & advertising in CVu.

Actions from previous meetings:

122: Done.

177: Done.

180: Done.

182: Done.

186: Ralph contacted Phil, must have been busy. Will discuss at conference.

Actions added by this meeting:

187: Robin: Have had one expression of interest with regard to the Study Groups vacant post, but unfortunately from an incumbent committee member, and it is only possible to have one committee role at a time. Robin to contact Ian to clarify this.

188: Robin: Add agenda item for next committee meeting to discuss documentation of officers' processes in some shared storage area, and storage options for this.

4. Reports

4.1 Advertising

No report, but see comments in Treasurer's report.

4.2 Conference

Roger: Bookings are low, hoping for late boost, unclear in particular if pre-conference tutorials will be viable.

Guy: Safeguarding issues are causing major problems for Cppcon. ACCU conference will need to deal with any overflow of the ensuing controversy, because prominent participants will be present in person. This will require robust chairing of sessions & preparedness by Conduct Committee, including pre-prepared statements. Guy to contact Felix & Archer-Yates, and Roger to contact Jim Roper, to ensure preparedness.

4.3 Local Groups

Ralph: No report, very little happening.

4.4 Membership

Matt: Membership figures are here:
https://docs.google.com/spreadsheets/d/1_DBWE4ya54atjshmEMzA4qdWEa-bagJVc4A36u_YOpQ/edit#gid=8

Usual minor flurry of activity in conference lead-up, minor uptick in memberships within overall downward trend.

4.5 Treasurer

Patrick: Accounts submitted, simpler than last year. Cash balance OK, printing costs have reduced. Monetization set up, but need corporate status to accept payments. We may be a Community Benefit company at present, as grandfathered in from previous "Provident Society" status which no-one recalls the detail of, will appeal for detail on accu-members. Also contacted FCA to investigate.

Advertising paid up by QBS but not renewed. Media pack needs to be placed on website. Jim Roper doing great job in support.

Bob: may be worth checking if Jim Roper can accept YouTube payments in the short term, and use them against his fees.

4.6 Publicity & Social Media

Nothing to report.

4.7 Standards

Guy: Still no in-person standards meetings, Hawaii tentatively supposed to happen in November. Plenary in February approved motions which represent the design freeze for C++23, will only be a small change to previous standard, as intended.

4.8 Website

Bob: Jim has been very busy, but performing routine support. Overload + CVu have been uploaded, Daniel James epub of 167 uploaded, CVu 34.1 in progress. Membership system: password change facility posted on website, but not linked yet. Not permanently ueabled as yet due to limited testing. Action for committee to test password change facility.

Felix has been updating conference pages to address critical discussion on accu-members. Bob has reviewed this, and concurs that the conference web page design does need to be refreshed.

Matt: might also be useful to make conference items on carousel on updated main website provide links to the conference website. Bob picked up this and other suggestions, and will action.

4.9 Publications

Roger: Publications process proceeding as usual. Number of submissions remains limited, so have needed to pull in external blog items. It will be useful to contact conference presenters about writing up talks, to utilize already prepared material.

Alison, our Production Editor, has suggested we may need to consider the resilience of publication process against single points of failure, e.g. illness. The magazines are currently prepared using FrameMaker, which is licensed on a single-machine basis. Similar publications typically only take XML input, where we use a variety of formats and want to keep this to make it easy for submitters. Will contact Alison to discuss best way forward on this which will improve resilience without undermining her IP. Investigate potential for e.g. DITA or DocBook formats to streamline processes.

Matt: Alison is coordinating earlier than usual production of April's Overload so we can have the usual free copies available at the conference.

5. Any other business

Matt: actions about document storage – useful to document officers' processes.

Bob: could use existing Trello site to do this.

Matt: could also use MarkDown on GitHub.

6. Date of next meeting

The date of the next committee meeting will (provisionally) be 8th May @ 2.30 pm, via Google Meet.