

# Minutes for ACCU Committee meeting

## 3rd July 2022, via Google Meet

Meeting started at 2.35 pm.

### 1. Attending

Robin Williams, Bob Schmidt, Felix Petriconi, Geoff Daniels, Ralph McArdell, Matt Jones

### Apologies for absence

Phil Nash, Guy Davidson, Roger Orr, Jim Hague, Patrick Martin

### 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](https://docs.google.com/spreadsheets/d/1RMTorasYR_A94VBjv-Dn6ghhTVWLbW0w1ekhN994qFI)

#### Actions from previous meetings:

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
188	Robin: Add agenda item for next committee meeting to discuss documentation of officers' processes in shared storage, and options for location of this
190	Felix: coordinate thanks for Julie Archer (appropriate gift & CVu article).
191	Bob: Draft update to advertising card.
192	Bob: Contact SemaphoreCI to discuss possible advertising.
193	Robin: share link and ask for people to send updates on their roles

*143: No progress*

*146: No progress*

*[182: Patrick and Jim had a punt on getting verified for AdSense, and Google rejected the constitution document, and supplied the list of acceptable options.]*

*188: Deferred to next meeting.*

*190: Shorter term priorities have intervened, but seems likely that booklet presented at conference would be more valued due to personal nature compared to anything which would just become clutter. Felix will*

*prepare note for CVu, and note that Julie will be welcome to join in conference activities in future.*

*191: No progress. Bob confirms that he has all information required.*

*192: Bob decided not to contact based on unsolicited nature of contact. Closed. Bob to contact Jim to set up [ads@accu.org](mailto:ads@accu.org) as contact e-mail.*

*193: Robin distributed the e-mail. Only update received was from Roger, confirming he'd reviewed his role. Robin has drafted description of process for Secretary to organize committee meetings; process for elections is given in constitution. Bob to update structure of list on website to reflect current status. Close, adding actions for specific roles.*

### **Actions added by this meeting:**

*194: Robin: Document process for organizing committee meetings, share by e-mail to accu-committee*

*195: Phil: Document role of Local Groups Officer, share by e-mail to accu-committee*

*196: Guy: Document role of Standards Officer, share by e-mail to accu-committee*

*197: Felix: Document role of Conference Chair, share by e-mail to accu-committee*

*198: Geoff: Document role of Advertising Officer, share by e-mail to accu-committee*

*199: Adeel: Update role of Publicity Officer to include Social Media responsibilities, share by e-mail to accu-committee*

*200: Jim: Document role of Website administrator, share by e-mail to accu-committee*

*201: Phil: follow up on ACCU Bay Area balance.*

*202: Matt/Phil: follow up about ACCU Bay Area status.*

*203: Bob/Matt: Consider offer of one year's online membership to reporter of login page vulnerability.*

## **4. Reports**

### **4.1 Advertising**

*Geoff: We have received 5 or 6 requests to add back-links to the website, but no substantive interest in advertising space.*

### **4.2 Conference**

*Felix: Jim Roper still in process of publishing videos, nearly complete, lightning talks still to be completed. Has consented to information being archived as static data on ACCU systems. The committee are in e-mail discussion on the structure of the 2023 meeting (hybrid or pure in-person) – no final conclusion as yet.*

### **4.3 Local Groups**

*Ralph: ACCU London held social event, with ~ 6 attendees. Some potential leads for future meetings, for which Patrick has the details.*

*Robin: Jim Pascoe has approval to host re-start of ACCU Bristol & Bath at his employer, looking to arrange social and technical events.*

*Phil: ACCU Bay Area Local Group has rebranded as an affiliate, and has significant cash balance from paid events which the organizer feels ought to be used for ACCU purposes.*

*Discussion: This suggests they should they be paying for Meetup themselves. Committee agreed that the cash balance should be distributed across a number of US-based coding charities. Suggestions include e.g. code.org, missionbit.org, robogals.org, girlswhocode, codeclub.org. It was suggested that Michael Caisse may be able to advise on appropriate recipients.*

*Matt: need to check whether magazines are still required by Silicon Valley group for local distribution, and if so where they should be sent.*

#### **4.4 Membership**

*Matt: Current membership figures are here:*

[https://docs.google.com/spreadsheets/d/1\\_DBWE4ya54atjshmEMzA4qdWEa-bagJvc4A36u\\_YOpO/edit#gid=8](https://docs.google.com/spreadsheets/d/1_DBWE4ya54atjshmEMzA4qdWEa-bagJvc4A36u_YOpO/edit#gid=8)

*Nothing further to report.*

#### **4.5 Treasurer**

*Patrick: The invoice has gone out to Archer Yates. It's for less than previous years, and perhaps we should have an agenda item to discuss this.*

*Apart from that, all is processing normally.*

*Discussion: reduced amount appears to reflect reduced attendance as expected, not of immediate concern.*

#### **4.6 Publicity & Social Media**

*No report.*

#### **4.7 Standards**

*No report, keeping up to date with CVu reports.*

#### **4.8 Website**

*Jim: A vulnerability report was received about potential for clickjacking attacks on login page. Mitigations have now been put in place to prevent any attack of this nature. Reporter requested bounty. Committee suggest offering a year's ACCU subscription.*

*A vulnerability report was received purporting to be from Open Bug Bounty. No specific details were included, and after investigation the report appears to be spurious (it was from a look-alike e-mail address, and did not follow Open Bug Bounty's documented security protocols).*

*Bob: have continued to keep magazines up to date, expecting files for next CVu soon. Alison has now moved magazine setup to InDesign, appears to be working well for publications with no discernable impact on published output. Website process now generates pure HTML rather than XML, which has required revisions to the ePub scripting pipeline. Daniel is doing additional work to simplify toolchain, working with Bob. Video page is being updated with links to conference videos & last year's lightning talks, waiting to be finalized before pushing to live website.*

*Membership change details page was shared, still waiting on any further responses from the committee*

*for draft capabilities.*

*Will consider implementing aggregated ACCU event calendar on new website based on Meetup data stream, etc.*

#### **4.9 Publications**

*Roger: No major change in publications; the team are still producing the magazines and publishing them to the website although readers may have noticed one or two recent ones were relatively thin.*

### **5. Any other business**

#### **5.1 Documentation of officers' processes in shared storage, and options for location of this**

*Defer until Patrick is present.*

### **6. Date of next meeting**

The date of the next committee meeting will (provisionally) be 18/09/22 @2.30pm, via Google Meet.