Software Underground

Board Meeting

24 September 2020

Minutes are recorded in green.

Agenda

We will start at 16.00 UTC on Thursday 24 September. Quorum is 5.

Regrets: Chance Sanger, Jo Walsh

Present: Brendon, Matt, Leiaka, Dieter, Steve, Filippo, Luisa.

Previous meeting

The minutes from the previous meeting are on GDocs here > https://docs.google.com/document/d/1ci0w2wuktUKJzZjq-oLCVDKf4mloqe6vfwAcLqb4coA/edit?usp=sharing

...and on GitHub here > https://github.com/softwareunderground/swung-org/tree/master/board

Remarks: no remarks.

Next meeting

I propose inviting you all to the next 3 meetings:

- Thur 29 October at 1600 UTC (1100 CDT, 1800 CEST)
- Thur 19 November at 1700 UTC (1100 CST, 1800 CET) - avoids Thanksgiving
- Thur 17 December at 1700 UTC (1100 CST, 1800 CET) - avoids Christmas

Invitations for these meetings have been sent. I also added one for January so it's in there; we can confirm that and the following meetings in December.

The website

We talked about an FAQ page on the website. I started one here:
https://softwareunderground.org/faq

Please feel free to ask for a login and you can edit it!

Currently Matt and Brendon are Admins, and Leiaka and Steve are editors on the site; if you'd like to be added as an editor, just let me know. Happy to have more help.

Matt to add board members as Authors. DONE.

Bursaries for PyData Global

Filippo proposed making some funds available to pay for spots at PyData.

See https://swung.slack.com/archives/C0138FEJRUZ/p1600099666009500

Conference is 11-15 November, we can ask applicants for a motivating paragraph (say, via Google form) and award some agreed number, based on the response.

General agreement that this is aligned with our purpose (education, accessibility, diversity). Thank you to Filippo for handling it.

After the event, we should reflect on the process afterwards to see if we can define a template for next time (whatever that is).

Research meeting

Steve Purves has an update.

We have dates and a team (Steve Purves, Julio Rodriguez, Miguel de la Varga, Lindsey Heagy, Richard Scott).

The goal is to be accessible to all time zones, with everyone able to participate in the same way (more or less).

The defining characteristic is that all sessions should produce something: a list, a blog post, a summary document, a demo, or any tangible thing.

4 days: 1 day of presentations, 1 day of asynchronous discussion, 1 day of capturing, and 1 day of summarizing.

So far: 14 responses, with 9 proposals.

The team is working through marketing, budget, social media plan, etc.

Also AWS sponsorship update.

Filippo and Steve are working on this.

Filippo will check in with John Armitage on where the 'notebook' project is at.

There was a suggestion to take proposals on how to use the sponsorship, eg via a Google Form. We would need to establish some criteria or principles for comparing proposals.

(Virtual) computational field camp

There has been a VCFC meeting recently, but I wasn't' at it. Can anyone update?

There was no update. The event seems to be on hold indefinitely.

Transform 2021 and Annual General Meeting #1

As agreed, we will start the organization of this event in October. I have proposed some meeting dates in week 41.

If you would like to be involved, or know someone who would, please let us know. The level of diversity is definitely rather low...

Noted. No comments.

By-laws

Here's a set of *Model By-laws* provided by Corporations Canada: https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs04999.html

Here is a Google Doc containing a version of this By-law No. 1, which we should ratify soon and make available to the members. They will then vote on adopting it at the AGM (or before).

https://docs.google.com/document/d/1CMH6BDnF9CmCD82lKi9wcMzxBCKOT4Kz6MigUTbBAG0/edit?usp=sharing

We should all read and submit comments on this document before the next board meeting in October.

Matt has sent out a Doodle to find a date for this. We will combine it with the next item (What is a member?) since they are linked.

What is a member?

This is the important document:
https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs05006.html

I have not had time to parse this properly. I propose we hold an Amazon-style group reading in a couple of weeks. My feeling is that it boils down to: who can vote (propose/requisition/approve/elect, etc), and how do they vote?

See previous item: board members will meet in week 42 to read and discuss.

Matt outlined the rights of members (all this without liability):

- Voting
- Receive meeting notices
- Propose things
- Requisition meetings
- Elect and dismiss directors
- Approve by-laws
- Access records
- Receive financial statements
- Approve major changes

Steve: Swung is a community of practice. Question: should 'practice' be a requirement in any way? Question: what is 'practice'?

Luisa: Lurkers are 'participating'; Luisa considers herself fully active, although not in Slack daily etc.

Dieter: As previously discussed: people must accept membership (i.e. can't just magic every Slack member into Swung membership).

Editorial note: these ideas developed, and in some cases changed, when we discussed later in October.

Finance

The slow progress continues; I have applications in for credit card, and for director's insurance. We should have a credit card within a couple of weeks.

For information: I asked for a CAD2000 cash security, which would mean losing access to those funds as long as we have the credit card.

I propose using Wave to manage our accounts. It is free. I have added Brendon as a 'viewer' to test the process, and propose adding all of the board members if you're agreeable.

Agile's bookkeeper has agreed to help me set things up in Wave next week. For now, there'll be no extra fee, but in 2021 we might consider paying for a couple of hours of her time each month.

Reminder for Matt: Follow up with TechSoup re Zoom, Squarespace, and Hover billing. Do a tech audit to catch all these things.

Parking lot / next meeting

- For October: Last time we discussed posting the text of the Welcome message to #general to make people aware of it, and at the same time drawing attention to the new wording in the Code of Conduct that was approved at the last board meeting. **Update from Chance.**

- From August: A brief conversation with a member indicated there might be some interest in a 'certification' program around the concept of a "digital geoscientist". The first step of such a thing might be as simple as a 'skills passport'. Please think about this for next time.

These items will go into the next board meeting(s), along with those things we committed to revisit, such as the anti-racism list.