

Minutes of the ATR Skype call April 4 2012

The Skype call was initiated at 22:00 UT (23:00 BST, 18:00 EDT, 15:00 PDT)

Attendees:

Dave Thewlis

Woll Newall

Andrew Goltz

Owen Roberts

Adam Quinan

The agenda as circulated was approved.

2011 Financial Statements

Motion to approve the 2011 Financial Statements as circulated in advance.

Moved: Woll Newall, Seconded: Andrew Goltz - Carried

The approved financial statements will be posted on the All Things Ransome site.

2012 Appeal

After discussion, it was decided to hold the 2012 Appeal in April following the posting of the financial statements. Adam Quinan will write a post for TarBoard announcing the Appeal and the links to the payment page will be highlighted on the TarBoard and All Things Ransome websites.

Review of ATR/TarBoard activities since 2011

Dave Thewlis reviewed some of the important events and activities of 2011-12.

After discussion, it was decided to continue posting the Chairman's monthly reviews on the All Things Ransome internal Board page as a useful historical record.

Possible requirement to increase bandwidth limit

Following the posting of a link to the All Things Ransome site by a home schooling site, downloading of pdf files of the Nature Books for Children had caused us to approach our monthly bandwidth limit. As an interim measure, Woll Newall has reduced the size of the pdf files and we will continue to monitor to see whether an increase in our downloading limit is warranted.

Conversion of files

Andrew Goltz undertook a pilot project to convert one HTML article into a device-independent file which could be read on all types of e-readers, tablets etc.. If this is successful, then we will consider a project to convert all articles on All Things Ransome.

Disaster Recovery / Succession Planning

Andrew Goltz pointed out that one of the original aims of the All Things Ransome organization was to provide continuity of service for All Things Ransome and TarBoard, not only in the case of a physical event disrupting the ISP, but also if anything happened to any of the officers.

Decided that Owen Roberts would prepare an initial draft plan of what processes and software need to be documented so that the business of All Things Ransome and TarBoard could continue. After this draft was reviewed and agreed then the documentation of the processes would be completed. Some projects may require new personnel to be recruited which would offer an opportunity to see if they would be suitable as future Board members.

Review of Officer Positions

Review of Administrative positions and Functional duties to determine if any changes should be made to the structure. It was suggested that there should be Lead personnel for each site and functions be identified rather than just administrative titles.

Appointment of ATR officers for 3 year term

The following appointments were agreed to with the proviso that if organizational change is agreed upon, the positions and incumbents may be reviewed before the term expires.

Positions

Chairman: Dave Thewlis

Vice Chairman: Owen Roberts

Secretary: Andrew Goltz

Treasurer: Woll Newall

Director of Operations: Adam Quinan

A proposal for 'Our Ethos" from Andrew Goltz was circulated before the meeting. Board will review and comment via email list.

Alternative donation mechanism

We will continue with PayPal for 2012 Appeal. Woll Newall to investigate other possible payment methods.

10. Action plan for 2012-13

Content

- ~~Nautical Dictionary [Adam]~~ deleted
- Postcards article [Owen]
- ~~Dick's Pocket Book [Andrew]~~
- Sea Shanties [Andrew]
- Esperance article from Claire Barnett [Dave]

- Electronic search engine for TarBoard and TarBoard Archives [Woll]
- Possible new TarBoard [Woll]
- Pilot project for conversion of HTML document to device-independent format [Andrew] NEW
- ~~Rob Boden's Juniors section (status unknown) [Dave]~~

Administrative

- Flag TarBoard Post page entry for e-mail address with warning [Woll]
- Investigate alternative donation mechanisms [Woll, Andrew] (reworded see above)
- Proposal for data security and privacy statement (incorporated into “Our Ethos” document. [Andrew and Board]
- Maintain list of potential candidates for ATR Director [Dave or Adam]
- Review of Officers and functional positions for All Things Ransome and TarBoard [Owen and Board] NEW

Business Rules for Meetings

Discussed whether agenda submissions should be required to be submitted a minimum of 48 hours before a meeting and agreed that it would be preferable but not required. No other changes to Meeting Business Rules were suggested.

Andrew Goltz proposed a vote of thanks to all officers carried unanimously with officers abstaining!

There being no other business the Skype Call was adjourned at 23:30 UT (00:30 BST, 19:30 EDT, 16:30 PDT)