Minutes of Planning meeting of the BCS Open Source Specialist Group

18/01/2005
18:00 – 20:00 Hrs
BCS London Office - Southampton Street
First Floor, The Davidson Building,
5 Southampton Street
London
WC2E 7HA

In attendance :

Alan Russell, Dr Peter Murray, Gary Lloyd, John Stephens, Peter Houppermans, Mark Elkins, Conrad Taylor, Andrew Nicolson, Paul Adams, Malcolm Kendall, Patrick Tarpey

10: Feedback from presentation:

John Stephens reported the presentation to the BCS Specialist Groups' Executive Committee 10th January 2005 was well received. The presentation and allied documentation were regarded as model for future SG formation proposals.

Gary Lloyd reminded those present that a fund of £1000 was available to assist with OSSG formation expenses.
Actions: N/A

20: 12 Month Goal – where and what do we want to be ?

Andrew Nicholson suggested that the group should conduct an annual review of the state of Open Source.

It was agreed that group should raise revenue by charging, where appropriate, entrance fees to events.

It was agreed that the group should actively canvas opinion from BCS membership & other Specialist Groups.

It was agreed that the group would endeavor to hold events aimed at non technical users where they could "try out" open source software.

It was agreed that OSSG meetings should seek other venues other than London. Mark Elkins suggested the possibility of Southampton, Paul Adams suggested Lincoln.

Paul Adams identified current website hardware capacity and longer term viability as an issue. The server primarily used as server for a research project. Paul stated the longer term desired aim to run the OSSG website on dedicated hardware.

Paul Adams suggested the use of CVS (Concurrent Versioning System) for document management.

Actions:

Paul Adams to investigate the use of CRM type software to keep track of inquiries.

Gary Lloyd to make contact with hardware vendors re sponsorship/donated hardware for website.

20: 3 Month Goal – where and what do we want to be ?

Conrad Taylor stated he would be willing & able to give advice regarding the production of any OSSG electronic publications.

Actions: N/A

70: First Meeting – task assignment
Agreed venue: BCS London Office - Southampton Street
Agreed provisional dates: 8th / 15 March 2005
Agreed time: 4 – 7 pm

It was agreed by all that the inaugural meeting should have the following format:
Speaker(s)
Socialisation/ refreshments
Committee meeting

It was agreed that one "keynote speaker" be sufficient for inaugural meeting. The group agreed startup should be low key. However it was noted that an intresting speaker would be a good draw. Potential speakers included Sony, COSPA, Suse and CCTA.

It was agreed by all that the group would initially operate OSSG for the first 6 months without membership fees. This position will be reviewed.

It was agreed that the committee would act as interim until nominations and elections could take place. The agreed period was initially 3 to 6 months.

Other interim committee roles have yet to be agreed.

Actions:

Patrick Tarpey to confirm booking of venue for one of dates above.

Paul Adams to create a wiki to hold a list of potential speakers for the inaugural meeting on interim OSSG website.

Paul Adams to create an announcement mailing list from interim website.

Paul Adams agreed to contact the following potential speakers:
Brian Fitzgerald - COSPA - Sarah Ewen – Sony

Malcolm Kendall agreed to act as OSSG Secretary.
Dr Peter Murray agreed to act as OSSG Treasurer.

Conrad Taylor agreed to video/audio the inaugural meeting and retain for future use.

The meeting closed at 20:00hrs