



**contextgroup**

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# Minutes of member-meeting EuroT<sub>E</sub>X Breskens

**Date** 2012-10-19

**Meeting nr.** 2

**Meeting date** 2012-10-08

**Place** Breskens

**Present** Bernd Militzer, Frans Goddijn, Hans Hagen, Harald König, Jano Kula, Jean-Michel Hufflen, Luigi Scarso, Mari Voipio, Martin Schröder, Thomáš Hala, Taco Hoekwater, Willi Egger,

**Excused** John Haltiwanger, Mojca Miklavec, Thomas Schmitz, Wolfgang Schuster

**Absent** Adelheid Grob, Peter Münster

**Guest** Yusuke Kuroki

## 1. Opening

The meeting started at 20:33.

## 2. Agenda

1. Opening
2. Agenda
3. Activities since last meeting
4. Board
5. Financials
6. Design of the corporate identity
7. Journal/Proceedings
8. Next projects
9. Questions by members
10. Closing

## 3. Activities since last year

The main things achieved during the past period is the setup and make running of the bank account. We have now a bank account opened in France. The treasurer and the president have access to it and can perform actions through a web-interface. There is also a PayPal account to ease payment with foreign currencies. In order to get the bank affairs right we were obliged to open the account in France after having tried to do so in Germany, The Netherlands and Slovenia.

Another activity is the development of a corporate identity for the CG-group. We come back to this in Agenda point 6.



## 4. Board

Shortly after the last meeting the board has changed. As discussed during the last meeting Sébastien Mengin is followed up by Peter Münster. The reason is due to the requirements for opening a bank account in France. The best is that this is at the address of the association and therefore Peter was asked whether he could take up this duty.

Arthur Reutenauer resigned from the board on his own request.

Our formal treasurer does not respond to the board-mailing list. We found Mojca Miklavc prepared to take the function of treasurer. The collected money at CM5 is handed over to Mojca and after opening the account transferred to the bank. The gathering agrees to ask Adelheid to resign from the group's board.

None of the present members is willing to join the board at this moment.

<b>Action</b>	<b>Description</b>
<b>Willi</b>	Since the board has changed an announcement to the French authorities is required.
<b>Willi</b>	Ask Adelheid whether she wants to stay/resign from the board.

## 5. Financials

The treasurer has made up a summation of the financial situation, which is handed out at the meeting. There is a wrong figure in the totals-section. – This will be corrected.

Invoices over 2011 are submitted to the members. Still not all of them are payed. The invoices over 2012 are to be sent soon.

Overall the financial situation is ok, though we need to build on making some more capital. We will however easily be able to pay the expenses to come.

The financial report will be available from the CG-website.

<b>Action</b>	<b>Description</b>
<b>Willi, Mojca</b>	Fix the amount in the summation section.

## 6. Corporate Identity

We can proudly announce that we have found Adrian Egger (art-director in the graphic industry) willing to help us in establishing a corporate identity. We have styles made in ConT<sub>E</sub>Xt for invoices, formal letters, reports like minutes of gatherings, and two types of envelopes.

In due time the style-guide will be released.

There is also a design for our journal. This style is not finalized completely, but will be finalized for the production of our first journal.



Action	Description
<b>Willi, Adrian</b>	Finalize the style-guide.

## 7. Journal/Proceedings

Due to the circumstances we have not yet our first journal containing the proceedings of CM5.

The board decided during the board-meeting before the members meeting to make our first journal a combination of 5CM and 6CM. The gathering seconds this idea.

Action	Description
<b>Adrian, board</b>	Finalize the journal design and cover by <b>1st of november 2012</b> .
<b>Writers, redaction</b>	Collect all articles by <b>1st of november 2012</b> .

The planning is that the journal will go for production by the end of november. This will allow that the journal is sent to the members before X-mas.

## 8. Next projects

- **Website:** We need to ask Adrian to make a design of our new website, where all material concerning the GC-group is presented in a coherent way.
- **Archive for cartoons** We will implement an electronic archive for the cartoon coming from Duane Bibbi. We have already a couple of them and we want to install a tradition that the most active member of the group will be awarded with a cartoon for his work.
- This year's user of the year will be Sietse Brouwer, who invested a great effort in revisiting the wiki.
- **Next year's meeting:** Jano confirms, that the meeting will be held again in Czech Republic in combination with TeXperience. The place will be Břejlov. At the end of the EuroTeX 2012 the date is confirmed for week 39 which is the last full week of september.
- **Patrick's machine** is phased out within one month (end of oktober). First steps to safe the still running services have been already started up. The domain-server is moved to a machine at elvenkind (Taco) and Taco will be the responsible person for it.  
From november onwards the group is going to pay also the involved fees.
- ConTeXt-suite: Taco and Mojca make sure that there is a mirroring-system so that the suite is always available.

Action	Description
<b>Taco</b>	Take care of the shutdown of Patrick's machine, domain server moving.
<b>Taco, Mojca</b>	Setup a mirroring system for the ConTeXt-suite.

## 9. Questions by members

Mari thinks that it is correct to add the costs of a PayPal payment to the fee of membership. The gathering seconds this.



<b>Action</b>	<b>Description</b>
<b>Mojca</b>	Find out the average fee for transactions with PayPal and add it to the membership fee accordingly.

## **10. Closing**

The meeting is closed at 21:22

Willi Egger  
*Secretary Context Group*