

## Minutes ASPERA EXEC COMMITTEE

<b>Date:</b>	31 MAY 2019
<b>Time:</b>	10:00 Sydney/Melbourne Time
<b>Skype</b>	
<b>Chair:</b> Attendees:	James Bettina, Simon, Patrick, Margaret, Craig
<b>Secretary:</b>	Tim

Apologies			
	Kath		
	Name of item	• Discussion	Proposal/ ACTION /Noting Documents
1	Minutes of previous meeting held	Accepted	Proposed Craig Second Margaret
2	Matters Arising from previous minutes		
2.1	From 2.1 KATH pannel proposal re gender	James reported that Kath has organised a Panel which has been scheduled into the conference program. Sandra Sciberras will chair the panel	
3	Conference and Sightlines Update		
3.1	Conference Committee Report	<p>James reoported that;</p> <ul style="list-style-type: none"> <li>• David has distributed a draft conference schedule <ul style="list-style-type: none"> <li>○ James has sent the draft to the ASPERA mailing list</li> <li>○ Bettina has added the draft to the ASPERA web site</li> </ul> </li> <li>• Re: registrations are fair to middling. <ul style="list-style-type: none"> <li>○ The detailed list is in the ASPERA/AFTRS Dropbox.</li> </ul> </li> <li>• Re catering: WE are still waiting for a quote fromn AFTRS</li> <li>• RE: video and audio recording and scribing <ul style="list-style-type: none"> <li>○ AFTRS is planning that there will be audio and video for the Key notes and audio only for</li> </ul> </li> </ul>	

		<p>the panels.</p> <ul style="list-style-type: none"> <li>○ James reported that AFTRS has committed to providing scribing / content capture.</li> <li>○ Simon reported that he is testing content capture and analysis tools in particular Slido</li> </ul> <p>James reminded the committee that Gill Leahy was retiring. The committee noted that retirement is a significant milestone and discussed how best to acknowledge Gill's contribution to ASPERA and the options to do so. A Decision was deferred pending confirmation that Gill will be attending the ASPERA conference</p>	<p>DECISION: To purchase a modestly priced gift</p> <p>ACTION <b>Craig</b> to seek confirmation that Gill will be attending the conference</p>
3.2	<b>Sightlines Report ?</b>	<p>Patrick reported that:</p> <ul style="list-style-type: none"> <li>• Christine Rogers (?) had joined the team as an RA and has been liaising with Leo re what was good and what was not so good last time.</li> <li>• Smiliana has joined as an organiser bringing her experience from previous iterations.</li> <li>• Patrick was forming an organising committee, hoping that there will also be ASPERA input,</li> <li>• Plans for opening night are progressing <ul style="list-style-type: none"> <li>○ Including a guest film maker with an "in conversation" section,</li> </ul> </li> <li>• Submission are slow but expected to pick up nearer the deadline.</li> <li>• There was potential to launch the Palgrave Hand Book</li> <li>• Patrick is in discussion with Joanna Callaghan as a possible Key Note speaker,</li> <li>• Smiliana is working on a potential plenary panel to close the event.</li> <li>• Suggested special event to allow John Hughes to screen a film from 2012.</li> </ul>	
4	<b>Treasure report</b>		
		<p>Simon reported that approximately half the invoices had been paid and was in the process of reminding the non payers.</p>	
5	<b>Web Site</b>		
5.1	<b>Working bee update</b>	<p>James reported that</p> <ul style="list-style-type: none"> <li>• Megan Heywood will be facilitating a session in which we identify our goals, their obstacles and the strategies</li> </ul>	

		<p>required to overcome the obstacles and make the web site great again.</p> <p>Craig raised a question about lunch.</p>	<p>ACTION:</p> <p><b>Craig</b> to enquire about a table booking at 1:30 for lunch on the 19 June.</p>
6	<b>Research Committee</b>		
6.1	<b>ASPERA contribution to DDCA ANZRC submission.</b>	<p>Craig reported that</p> <ul style="list-style-type: none"> <li>• The ASPERA submission had been sent to the DDCA</li> <li>• He had received a draft DDCA response</li> </ul>	<b>Error! Reference source not found.</b>
7	<b>Other business and NEXT MEETING</b>	<p>Next meeting</p> <p>WEB WORKING BEE 19 June 2019 at f2f UTS</p> <p>Meeting on the 28 June Cancelled</p>	•