

Organization and selection of the steering committee of epigraphy.info

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Key points:

- **composition** – 7 people from the community
- **responsibilities:**
 - representation of the community to the public, acting as a point of contact for interested parties
 - organizing, facilitating and keeping track of the community efforts to make sure that redundancies are avoided, the mission statement is adhered to if possible and all voices are heard
 - organizing the decision-making processes of the community
 - staying in contact until the next meeting
 - not a dictatorial board of people who make the decisions *for* the community :)
- **Three core areas of responsibilities (groups of ‚stakeholders‘)**
 - each ideally represented by two members of the committee, plus one as organizer for the next meeting
 - technical (backend) side
 - people experienced in the issues of technical realization
 - coordination between people or groups working on the technical side of the project
 - user side
 - user profiles/use cases/usability
 - people ideally without too much technical experience (there should be a balance here)
 - community outreach (e.g. in the context of EpiDoc-training workshops)
 - organizational side
 - vision/coordination/financing
 - keeping track of tasks and their implementation
 - issues of a possible editorial board
 - mission statement
 - organization and coordination of the next meeting
 - record-keeping/minutes

- **(s)election process**

- term: one year
- maximum of two consecutive terms
 - this means that the members of the committee that have been active since the Heidelberg meeting (F. Feraudi, J. Lougovaya, A. Kurilic) will be up for election at Vienna
- resignations in the intermediate time should be filled during the next meeting
- election by all present at the workshop at the end of the workshop
- election from all present at the workshop
- everyone can nominate herself or nominate/second the nomination of someone else
- voting by secret electronic ballot
- if the number of candidates is less than or equal to the number of seats all nominated are elected automatically and no election is held