



**HEC Board Meeting 13 April, 2019** (duration: 1hr)  
**Time:** 12:00 EDT. (-3 PDT, +5 UK, +67SA, +7 GR & CY)

**The outcome of the Meeting is binding and final**

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**Participants:** Anna Lawless, Thanos Voudouris, Gus Stamatis, Eleni Bomis, Stelios Manias

**Absentees:** Athanasios Sarantopoulos, Fotini Vasiliou, Marios Chinas, Nico Michael, Ioanna Katsavria

**Meeting –** The meeting is conducted via GoToMeeting with live audio & video shared interface.

**Resources:**

- HEC Administration: <http://www.greece.org/hec/admin/>
- Board Meeting Minutes (text/audio-video): <http://www.greece.org/hec/admin/minutes/>
- Working documents: <http://www.greece.org/hec/admin/work/>

The meeting ended at 1:00pm.

#### Agenda 13Apr2019

- Open Discussion
- Servers & Mail <https://www.greece.org/hec/admin/work/plans/HEC-Infra-v02.png>
- New logo
- New fb page <https://www.facebook.com/greece.org>
- Site verification
- Wikipedia
- Mail, Exchange, Listserv
- Assignments Status
  - Servers & mail (Anna, Thanos)
  - Joomla migration (Nico, Gus, Stelios, Thanos)
  - [www.ehk.gr](http://www.ehk.gr) (Gus)
  - Fundraising (Eleni, Terry) Eleni has a strategy... Targeting September
  - STEM (Ioanna)
  - Social Media (all)
- Revisit points from previous meeting – see below...
- \*TBD\*

From previous meetings.... Below...

#### Agenda 09Mar2019

- Open Discussion
- Servers & Mail <https://www.greece.org/hec/admin/work/plans/HEC-Infra-v02.png>
- Assignments
  - Servers & mail (Anna, Thanos)
  - Joomla migration (Nico, Gus, Stelios, Thanos)
  - [www.ehk.gr](http://www.ehk.gr) (Gus)
  - Fundraising (Eleni, Terry)
  - STEM (Ioanna)
  - Social Media (all)
- Revisit points from previous meeting – see below...
- \*TBD\*

#### Agenda 09Feb2019

- Open Discussion
- Revisit points from previous meeting – see below...
- Ehk.gr
  - Secure/certificate
  - Purchase AVADA

- Ioanna – brief (Mensa) create a flowchart for engagement
- Eleni – mensa & robotics committee competition, science fair...
- Board Meeting facilitators
  - Rotate among all EC members
- Mail Server options:
  - Reinstall linux?
  - Reinstall Windows
  - Uninstall Exchange 2016 and install 2013 version
- Wikipedia – Assign a person responsible for entering HEC in Wikipedia
- Web content – Assign persons per website refresh
- Fundraising & Grants
- Budget 2019
- Open Discussion

#### **19Jan2019 - Discussion points by attendant**

- **Anna**
  - We need to complete the work on the Mail system and Listserv
  - Web sites need to be updated and modernized
- **Eleni**
  - Web sites are cluttered, need to be modernized
  - Keep working on Social Media exposure
  - Fundraising via Executive Summary for Grants and standard membership fundraising
  - Need to take action safeguarding our intellectual property
    - Be vigilant about stolen project and ideas
    - Enforce acquiring credit from the people who infringe on our ideas
- **Terry**
  - Listserv is our main tool, therefore needs to be operational
- **Ioanna**
  - Get involve on a project related to STEM and MENSA of Greece
  - Ioanna and Thanos are “advisors” on MENSA Greece
  - We need to get HEC involved on this as a project
  - A [Brief Write up](#)
- **Thanos**
  - Will keep working on getting the mail system and listserv fully operational
  - Once the mail is operational, will create/reset accounts and passwords for all EC members
  - Work on server Security issues
  - Server Certificates
- **Gus**
  - Will continue providing technical support
  - In agreement with all the points already made by the EC members
- **Stelios**
  - On personal leave in Greece
- **Marios, Nico, Fotini, Thanasis**
  - On personal leave

**From previous meetings.... Below...**

EU New regulation <https://www.eugdpr.org/>

Listserv

ThracePPA

GDPR HEC project

- How to deal with GDPR

- Who will lead the effort
- Create the HEC Policy
- Create Skype group for GDPR

**What needs to be done (in general)**

- Legislation enforcement is not yet in place. (eleni)
- Web info, contact info, lists of people.
- What information HEC has for each individual and this info can be deleted/removed
- HEC has info from people who signed the petitions
- Certification for compliance
- Have the correct language and criteria of consent for all of our projects
- Have a method to unsubscribe
- Acknowledge on our websites that we are conforming with the GDPR
- Show that we are taking action on the issue

**Discussions**

- Server Certificates – Anna and Thanos will work
- Listserv license expires oct 31<sup>st</sup> vmware
- Strategy Document – Many thanks to Mario for the Greek translation
- Greece.org talk to Majid
- Send login info to all
- Gus will work on web
- Eleni will work on translations and fundraising (Executive Summary doc)
- Expand volunteer base

Thanos & Anna gave an overview of the progress on the Mail server GreeceSrv02.

- Exchange is working – IMAP access is available but not OWA.
- Trying to resolve issue with Exchange, not being able to bring up the Web console ECP manager
- Will seek outside help for Exchange
- Listserv is installed and can be accessed via the web but mail cannot be sent/received until Exchange is fixed
- Talked about PPA cooperation and managing the PPA website
- Macedonia page and other content pages need leaders to take over the content of these pages
- HEC Web presence is operational.
- Anna and Thanos will continue working trying to resolve the installation of Exchange

**From previous meetings.... Below...**

**Discussions**

Ideas – All should send new ideas and proposals and get ready to discuss on the next meeting

EC – active/inactive EC members (this is not a disciplinary action)

Greece – see how to approach for providing help to Greece... books etc... find an organization in Greece and initiate cooperation

**Past Agenda & Meeting Minutes (Action Items in Yellow/Red)**

1. Fundraising and HEC Executive Summary document (Leader: Eleni)
  - a. **Tech team** will migrate the web to a new server, prior to start of the Fundraising
  - b. **All** will review and produce the fundraising letter  
[http://www.greece.org/main/index.php?option=com\\_content&view=article&id=1235](http://www.greece.org/main/index.php?option=com_content&view=article&id=1235)
  - c. **Eleni and Thanos** will work to finalize the Executive Summary
2. Banking
  - a. Thanos - BofA charges and fees
  - b. Thanos - FNBI refunded all the charges and now offer us free checking
3. Technical
  - a. Ehc.gr must be worked on
    - i. **Gus** will install a new theme and make it available to get feedback.
  - b. Select a WP Theme to use for our WP-based websites

- c. Content and a team to work on the site
  - d. Update content on main website
  - e. Statistics are important
  - 4. Action Items (**ALL**)
    - a. Improve HEC communications with the Forum.
    - b. Bi-weekly, we should post an email highlighting our activities.
    - c. **Start producing a Newsletter and publish it at least quarterly**
    - d. Identify/classify tasks and assign people
    - e. Each task lead will produce a monthly report, which will feed into the Newsletter
    - f. **Put down your ideas and send them to EC.**
  - 5. EC and participation
    - a. Ioanna & Kyriakos were invited to the meeting
    - b. ALL EC Members will look to see if we can identify potential individuals who could join HEC
  - 6. Wikipedia (Leader: ? )
    - a. Find a person to assign this task (**Eleni** will ask Kyriakos if he can do this)
    - b. Write an article for Greek Herald in NYC about HEC (**Who can volunteer** for this?)
    - c. Find legitimate approved links who mention our name
    - d. Trim down our current draft text
  - 7. PPA (Leader: Stelios)
    - a. Stay in close touch with Dimitri, LEX/FEX for next year
    - b. Assure them of our full support – Stelios is in close contact.
  - 8. Meeting Facilitator/Organizer
    - a. TBD
  - 9. Open floor discussion
    - a. Public Relations (PR) (Leader: ? )
  - 10. Open floor discussion
    - a. Nico- Concern about wordpress security
    - b. Put your ideas and send them to EC.
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#### **Related Items**

EC in collaboration with TEAM LEAD Eleni Bomi & Team Members Ioanna Katsavria and Kyriako Kostarelou  
Also Andreas Andreopoulos will introduce a new project - cooperation

- 1. List of Hellenic Organizations (approx. 20 organizations)
    - a. Prepare one page cover letter
    - b. Executive summary to be mailed to Hellenic Organizations asking for funding and sponsorship
  - 2. Who will sign and how
  - 3. Who will mail hard copies
  - 4. Use our Street Address as “sender”
  - 5. Items to list in Executive Summary - 2 to 3 pages - to be placed online
    - a. Vision
    - b. Mission - lack of innovation and equipment in fulfilling the Mission
    - c. Inspiration and membership - link to members
    - d. Accounting - link to accounting online
    - e. Summary accomplishments (link to online)(Stem, wwii, PPA 4, classic Olympics, philosophers, ehk.gr and Greek team, etc plus Discussion Lists)
  - The purpose is to have a complete Cover Letter & Executive Summary to be mailed to the contacts on the List of Hellenic Organizations asking for financial assistance.
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#### **Completed (Accomplishments)**

- 1. PPA
    - a. Sent the money (\$2,500)
    - b. Get a letter of acknowledgement receiving \$2,500 from LEX/FEX (outstanding)
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2. Wikipedia
  - a. Undeleted and started working towards the approval
3. WWII manuscript release
  - a. Completed and published [http://www.greece.org/blogs/scholars/?page\\_id=2535](http://www.greece.org/blogs/scholars/?page_id=2535)
  - b. Fb Boost results
4. Databases
  - a. Organize databases, and remove (drop) old ones
  - b. Backup of joomla database each time there is a web content change

#### **Sprint 04-2018**

1. Fundraising progress & strategy
  - a. FB and Social media progress
  - b. Need to concentrate on the HEC Executive Summary document and solicit grants
2. Public Relations
  - a. Executive Summary document
3. Servers Security & planning
  - a. Joomla and databases (ongoing)
  - b. Contact Sysnet for a new server
4. EHK.GR website
  - a. Install the new WP Theme
  - b. Engage with Members to find volunteer
  - c. Content needs to continuously being updated
5. Wikipedia (Βικιπεδια Ελληνικά)
  - a. Work on editing and submitting for approval of “Ελληνικό Ηλεκτρονικό Κέντρο”
6. Wikipedia (English)
  - a. Work on editing and submitting for approval of “Hellenic Electronic Center”

#### **Backlog**

1. New Server
  - a. Add a new server to use as webserver
  - b. Keep the current one for use only as a mail server
2. Greece.org website
  - a. Content needs to continuously being updated
3. Banking in Greece
  - a. Open a bank account in Greece
4. Philosophy project
  - a. Contact Olivera, define project, coordinate
5. Cyprus Website
  - a. Engage and keep updating
6. Utilize Trelo

#### **Assignments – September 2016:**

Anna – listserv support and mail templates

Eleni – Continue administrative support, Lead PR team (Executive Summary document)

Fotini – Update of the Samos project

Thanos – Solicit inputs from EC for best meeting fixed time, Try to start using Trelo again

Stelios – Database support, Get acknowledgement letter from LEX/FEX for the \$2,500 donation

Nico – Databases backup

Gus – Engage with Members to find volunteers for WordPress (ehk.gr)

Terry – Continue with moderating lists

Mario – Engage with Members to find volunteers and keep updating [www.greece.org/cyprus/](http://www.greece.org/cyprus/)

Thanasis – Βικιπεδια

Jim – Wikipedia

#### **Assignments – August 2016:**

Anna – listserv spam for AhepaD5 and other spam issues

Eleni – Continue administrative support

Fotini – Look for donations in Greece for Samos

Thanos – Server website, Wikipedia, Will send a list of databases to Nico  
Stelios – Payment to PPA3. Fixed the db – needs to keep a record what and how was corrected)  
Nico – Will create a script for backup of databases  
Gus – Will work on ehk.gr to find a wp theme  
Terry – Forum moderation try to abstain from conversations.....  
Mario – Continue to work on Multimedia and Cyprus website  
Thanasis – No assignment

**Assignments – July 2016:**

Anna – spam lists  
Eleni – Continue administrative support  
Fotini – Look for donations in Greece for Samos  
Thanos – HALC coordination for Hagia Sophia, contact Olivera  
Stelios – Look for PPA donations in Greece  
Nico – Will head a team for MySQL database backup – he will send me list of DBs  
Gus – Will work on ehk.gr to find a wp theme  
Terry – Continue Forum moderation  
Mario – Cyprus website  
Thanasis – Find if we can set up non-profit in Greece EHK.GR

**Assignments – June 2016:**

Anna – update the Tech list  
Eleni – Continue working on the donation thank-you letters  
Fotini – Look for donations in Greece for Samos  
Thanos – HALC coordination for Hagia Sophia, contact Olivera  
Stelios – Look for PPA donations in Greece  
Nico – Will head a team for MySQL database backup  
Gus – Will work on ehk.gr to find a wp theme  
Terry – Continue Forum moderation  
Mario – Cyprus website  
Thanasis – Find if we can set up non-profit in Greece EHK.GR

Respectfully Submitted,

On behalf of Eleni Bomi  
Secretary