HEC Board Meeting 09 November, 2019 (duration: 1hr)
Time: 2:00 EDT. (-3 PDT, +5 UK, +67SA, +7 GR & CY)

The outcome of the Meeting is binding and final

Participants: Anna Lawless, Thanos Voudouris, Gus Stamatis, Stelios Manias, Nico Michael, Paschalis Paschalopoulos
Absentees: Athanasios Sarantopoulos, Fotini Vasiliou, , Eleni Bomis, Marios Chinas, 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/

AGENDA: November 2019 -Sat, Nov 09, 2019 12:00 PM - 1:00 PM EDT
1) Current Status
2) Fundraising
3) New Project – Greece in EPCOT
4) New Project – Amphipolis
5) Web maintenance
6) Open floor discussion

From previous meetings…. Below…

AGENDA: October 2019 -Sat, Oct 12, 2019 2:00 PM - 3:00 PM EDT
1) Current Status
- Roll Call
- web migration
- IIS / PHP
- Wordpress / Joomla
- Mail
2) Wikipedia
3) New Project: MIT
4) New Project: Bring Greece to Disney's EPCOT World Showcase https://www.greece.org/epcot/
5) New Project: Amphipolis https://www.facebook.com/amphipolis.tomb.discovery/
6) Open

Anna - DNS and email problems need to be resolved
Gus - web installation on AVADA
Paschalis - EPCOT project we will go forward.
   Create a team, set goals and approach, contact celebrities, and reach out to EPCOT execs,
Disney movies about Greece and history
New members - Paschalis, Lefteris
Nico - will look into Joomla and PHP versioning
Thanos – Meeting organizer, discussed server issues

Agenda 08Jun2019
1) Email directions
2) MIT Pantheon – each of us state in bullet points ideas and points
3) HEC and social media
4) Fundraising launch in September/October

Agenda 11May2019
- Open Discussion

Agenda 13Apr2019
- Open Discussion
- Servers & Mail https://www.greece.org/hec/admin/work/plans/HEC-Infra-v02.png
- Assignments Status
  - Servers & mail (Anna, Thanos)
  - Joomla migration (Nico, Gus, Stelios, Thanos)
  - www.ehk.gr (Gus)
  - Fundraising (Eleni, Terry)
  - STEM (Ioanna)
  - Social Media (all)
- Revisit points from previous meeting – see below…
- *TBD*

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 (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 form the people who infringe on our ideas
- **Terry**

- o Listserv is our main tool, therefore needs to be operational
- **Ioanna**
  - o Get involve on a project related to STEM and MENSA of Greece
  - o Ioanna and Thanos are "advisors" on MENSA Greece
  - o We need to get HEC involved on this as a project
  - o A [Brief Write up](#)
- **Thanos**
  - o Will keep working on getting the mail system and listserv fully operational
  - o Once the mail is operational, will create/reset accounts and passwords for all EC members
  - o Work on server Security issues
  - o Server Certificates
- **Gus**
  - o Will continue providing technical support
  - o In agreement with all the points already made by the EC members
- **Stelios**
  - o On personal leave in Greece
- **Marios, Nico, Fotini, Thanasis**
  - o 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 31st 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
   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. Ehk.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.

_____ _____
_____

Related Items

EC in collaboration with TEAM LEAD Eleni Bomi & Team Members Ioanna Katsavria and Kyriako Kostarelo
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.

         _____

Completed (Accomplishments)

1. PPA
      a. Sent the money ($2,500)
      b. Get a letter of acknowledgement receiving $2,500 from LEX/FEX (outstanding)
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
      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/
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