

Corpus SIG Minutes 02 Sept 2011

Present: Hilary Nesi (Chair), Fiona Barker (Minutes), Crayton Walker, Tilly Harrison, Nicholas Smith, Richard Badger, Caroline Tagg

Apologies: Nick Groom

Committee Positions

Convenor	Nick Groom (continues)
Communications Officer	Nick Smith (appointed)
Meetings Coordinator	Hilary Nesi (continues)
Treasurer	Crayton Walker (continues)
Ordinary Members	Joan Cutting (continues) Paul Wickens (continues)

1. **Apologies:** Nick Groom
2. **Matters arising from minutes of last meeting:** Correction: Fiona Barker not Costas Gabrielatos was Communications Officer as at 19/09/10. Communications Officer to keep archive of all previous Corpus SIG Minutes to be placed on the SIG website Action: Fiona Barker to pass minutes to incoming Communications Officer (Nick Smith).
3. **Chair's report:** (to be attached to these minutes). We have had two events in the past year and in future should aim for three events per year.
4. **Treasurer's report:** Income £320 (Warwick) expenditure £246.73. Balance £721.77.
5. **Communications Officer's report:** The SIG mailing list currently has 110 members which is an increase from 2011. There has been a small amount of traffic on the list this year. Discussion of ideas for website developments – blog site? UKLEF – good website (NB small font size). Wiki – make available information about other SIG committees.
6. **Meeting Coordinator's report:** We discussed ideas for future events: Sketch Engine / R (S Gries) / W Matrix / Corpus mark-up / Analysis of spoken data (NVIVO) / TEI. Need to check feasibility of costs and speaker availability. Virtual seminar suggested. Action: Meetings Coordinator to approach Lancaster to host a W Matrix training event and Keith Richards at Warwick.
7. **Election of Communications Officer:** Nick Smith (proposed by Tilly Harrison, seconded by Crayton Walker)
8. **AOB:** There was no other business.