



## Bord Dygthyans Management Board

**Kovnotyansow an kuntelles synsys:** Dy'Gwener 27 mis Genver 2023

**Draft Minutes of the meeting held:** Friday 27 January 2023

**Attendees:** S Margetts (Chair), J Edmondson, K George, M Pierce, E Tackley, M Trevethan

**In attendance:** S Rogerson

#	Item	Action
<b>1</b>	<b>Diharesow (Apologies)</b>	
	J Lowe, P Hodge, G Tregidga	
<b>2</b>	<b>Kovnotennow an kuntelles 25/11/2022</b> (Minutes of the meeting 25/11/2022)	
	Minutes of the meeting dated 25 November 2022 were read and agreed.  Minutes accepted by a show of hands.	
<b>3</b>	<b>Maters ow sordya</b> (Matters arising)	
	<b>Pending actions</b>	
	<b>DEFERRED:</b> Compile a list of Board actions that do not require Cornwall Council (CC) involvement. These can then be delegated to Board members.	<b>MT</b>
<b>4</b>	<b>Governans</b> (Governance)	
<b>a</b>	<b>Charities Commission report 2021/22 – reminder</b>	
	<b>COMPLETE:</b> MT to try submitting the 2021/22 Charities Commission report again.	
<b>b</b>	<b>Trustees of the Board – update</b>	
	<b>COMPLETE??:</b> MT to draft an AK Board advertisement for advanced speakers attending classes in the autumn.	<b>MT</b>

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	<b>DEFERRED:</b> Formally confirm intentions of the Board members [MT, JL and PH] due to step down in April 2023.	<b>SM</b>
	<b>DEFERRED:</b> Identify a simple proforma for the Board to conduct a skills audit.	<b>SM</b>
<b>c</b>	<b>Work plan 22/23 – covered by rest of agenda</b>	
	There was a review of all work plan outputs not yet actioned. The Board agreed the following by a show of hands:  <b>Governance</b>  <b>ACTION:</b> Add a March 2023 agenda item to review the published governance pack.  <b>ACTION:</b> Prepare a draft risk management policy for the March 2023 meeting.  <b>SWF</b>  <b>ACTION:</b> Publish the existing SWF hyphen and variant appendices as is, with the date it was originally published. These documents will be reviewed in the 2023/24 financial year.  <b>Communications</b>  <b>ACTION:</b> Contact Mark Elton to discuss recording an architecture-themed presentation featuring Terminology-approved vocabulary.  <b>ACTION:</b> Contact Davyth Fear to discuss recording a bird-themed presentation featuring Terminology-approved vocabulary.	<b>MT</b>  <b>SM</b>  <b>SR</b>  <b>JL</b>  <b>MP</b>
<b>d</b>	<b>Work plan 22/23</b>	
	<b>DEFERRED:</b> SM to contact Neil Kennedy for an update on the status of the Standard Written Form (SWF) convergence paper.	<b>SM</b>
<b>5</b>	<b>Pennskol Karesk</b> (Exeter University)	
<b>a</b>	<b>Kernewek module at the University and research update</b>	
	GT has been in discussion with Exeter University regarding the undergraduate module. It may form part of a Cornish Studies MA, in addition to a summer school supporting it while being available outside the university.	
	<b>Nowydhheansow an Panellow</b> (Panel updates)	

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6	<b>Dictionary</b>	
	<b>Pending actions</b>	
	<b>DEFERRED:</b> Contact Andrew Hawke for advice on the Welsh dictionary process for updates.	<b>MT</b>
	<b>Dictionary database – ‘changes - S’ paper with recommendations for edits and common issues in editing</b>	
	<p>Noted the plural <i>skubyllenow</i> (S Changes paper §1.46, p. 7) should be <i>skubyllenow</i> as the root word no longer reduces &lt;l&gt; when unstressed.</p> <p><b>ACTION:</b> Share comments on the S changes document for S Harris.</p> <p>It was noted that the current Dictionary Panel was not operating as intended by the policy (v1.1). If this model is making progress, it may be appropriate to formalise this process.</p>	<b>ET</b>
	<b>Technology – corpus, spellchecker, thesaurus</b>	
	<p>There was an update on the various digital solutions being produced:</p> <ul style="list-style-type: none"> <li>• <b>Corpus:</b> Work is underway to segment the texts <i>Passio Christi</i> and <i>Bresel an Bysow</i> (War of the Worlds) into bilingual sentences.</li> <li>• <b>Spellchecker:</b> A proof of concept spellchecker is now online using SWF dictionary data to review blocks of text. It will highlight unknown words and make suggest corrections, including mutations. This system could help identify missing terminology with any failed matches.</li> <li>• <b>Thesaurus:</b> Based on an English vocabulary list, it has attempted to match dictionary data to create synonyms. It is only available as an offline HTML document; this will be a longer-term project.</li> </ul>	
7	<b>Termonieth</b> (Terminology)	
	<b>Pending actions</b>	
	<p><b>COMPLETE:</b> Book Terminology meetings for 2023.</p> <p><b>COMPLETE:</b> Send a copy of report on the letter ‘R’ to MP.</p> <p><b>DEFERRED:</b> Financial terms – the Translation Service needs a</p>	

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	<p>consistent set of words for financial terms, particularly for use in Council and charity documents.</p> <p>Compiling this list requires a trawl of the translation memory, identifying recurring vocabulary. MP noted there was also a requirement for mathematical terms, in addition to the financial. There is already an accountancy term list produced by the Kesva.</p> <p><b>COMPLETE:</b> SR to prepare the next 1,000 unsuccessful searches.</p>	<b>MT/ TERM</b>
	<b>Translation Service Google Docs list</b>	
	<p><b>AGREED</b> to retain this as a recurring item to ensure entries are being processed.</p> <p><b>ACTION:</b> MP to review the current Translation Service spreadsheet.</p>	<b>MP</b>
	<b>Others in log: letter R from S. Harris; Farming</b>	
	<p><b>DEFERRED:</b> Reformat the farming list to include grammatical genders and disambiguation within the same entries.</p> <p>Work started on the farming list in January, expected to conclude in early February.</p> <p>Dan Prohaska has shared comments on the SWF Specification with the Terminology Panel.</p> <p><b>COMPLETE:</b> Term list "20220808-various" to be returned to Terminology Panel for review.</p> <p><b>COMPLETE:</b> Term list "20220718-E" to be shared with ET for review.</p>	<b>Term</b>
<b>8</b>	<b>Henwyn Tyller (Place-names)</b>	
	<b>Pending actions</b>	
	<b>COMPLETE:</b> JE to send a full list of proposed amendments for the Street and Placename policies.	
	<b>Ongoing work and Gorsedh 2023 booklet</b>	
	<p>Research is now complete on Padstow and St Merry names.</p> <p>The Panel started researching Zennor names as part of the Penwith Landscape Project. Upcoming work will review the older Kerrier street names list, which has not been imported to the database.</p>	

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	<b>Exonyms</b>	
	A separate report was presented to agree principles on translating exonyms. A discussion was deferred to review the proposals.  <b>DEFERRED:</b> Include agenda item in January 2023 to discuss exonym paper. To be discussed at March 2023 meeting after Signage Panel has reviewed the proposed exonym policy document.	<b>MT</b>
	<b>Suggested Wikimedia actions</b>	
	<b>COMPLETE:</b> Board to receive a summary of the suggested Wiki actions.  Not discussed.	
	<b>Recent enquiries</b>	
	Cornwall Wildlife Trust is looking at linking ancient woodlands with placenames. SR exported a list of tree-themed elements from the full database.	
<b>9</b>	<b>Hwithrans</b> (Research)	
	<b>Pending actions</b>	
	<b>COMPLETE:</b> Research to review an equivalent suffix for English '-ous' (i.e. studious) and '-ful' (i.e. beautiful).	
	<b>Recent requests and subject papers</b>	
	An update was shared with the Board summarising various Terminology Panel research questions.	
<b>10</b>	<b>Negys aral</b> (AOB)	
	Following the latest Cornwall Council website update, there are no longer any bilingual pages.  <b>ACTION:</b> Request update from CC Web Team about bilingual pages on CC website.  <b>ACTION:</b> Add agenda item to discuss Board Chair and succession planning.	<b>MT/SR</b>  <b>MT</b>
<b>11</b>	<b>Nessa kuntelles</b> (Next meeting)	
	<ul style="list-style-type: none"> <li>Friday 24 March 2023, 1.30–3.30pm</li> </ul>	

