



## Bord Dygthyans Management Board

**Kovnotyansow an kuntelles synsys:** Dy'Gwener 24 mis Meurth 2023

**Draft Minutes of the meeting held:** Friday 24 March 2023

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

**In attendance:** S Rogerson

#	Item	Action
<b>1</b>	<b>Diharesow (Apologies)</b>	
	P Hodge, G Tregidga	
<b>2</b>	<b>Kovnotennow an kuntelles 27/01/2023</b> (Minutes of the meeting 27/01/2023)	
	<p>Minutes of the meeting dated 27 January 2023 were read and agreed pending the following amendments:</p> <ul style="list-style-type: none"> <li>• Correct the meeting date referenced in Item 2.</li> <li>• Correct the meeting date referenced in Item 11.</li> </ul> <p>Proposed: MP; Seconded: JE. Minutes accepted by a show of hands.</p>	
<b>3</b>	<b>Maters ow sordya</b> (Matters arising)	
	<b>Pending actions</b>	
	None	
<b>4</b>	<b>Governans</b> (Governance)	
<b>a</b>	<b>Trustees of the Board, Chair and succession planning</b>	
	<p><b>DEFERRED:</b> Suggested a callout for Board applications after the 2023 examinations.</p> <p><b>COMPLETE:</b> Formally confirm intentions of the Board members [MT, JL and PH] due to step down in April 2023.</p> <p><b>COMPLETE:</b> Identify a simple proforma for the Board to conduct a</p>	<b>MT</b>

#	Item	Action
	<p>skills audit.</p> <p><b>ACTION:</b> Board members to complete a version of the skills audit, to include a language skills section. Aiming to report on results by May Board meeting.</p> <p>It will be useful to have draft interim results available for the Forum meeting in early May.</p>	<b>ALL</b>
<b>b</b>	<b>Work plan 22/23 – end of year report</b>	
	<p><b>Governance</b></p> <p><b>COMPLETE:</b> Add a March 2023 agenda item to review the published governance pack.</p> <p>The current pack was agreed in 2022 and apart from Panel policies, there were no significant updates.</p> <p><b>DEFERRED:</b> Prepare a draft risk management policy for the March 2023 meeting.</p> <p><b>SWF</b></p> <p><b>COMPLETE:</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.</p> <p><b>Communications</b></p> <p><b>DEFERRED:</b> Contact Mark Elton to discuss recording an architecture-themed presentation featuring Terminology-approved vocabulary.</p> <p><b>COMPLETE:</b> Contact Davyth Fear to discuss recording a bird-themed presentation featuring Terminology-approved vocabulary.</p> <p>Davyth would be willing to provide a talk on this theme.</p> <p><b>DEFERRED:</b> SM to contact Neil Kennedy for an update on the status of the Standard Written Form (SWF) convergence paper.</p> <p>Metrics included in the 2022/23 plan will be updated before submitting a final report.</p> <p>Report proposed: JE; seconded: JL. Agreed by a show of hands.</p>	<p><b>SM</b></p> <p><b>JL</b></p> <p><b>SM</b></p>

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<b>c</b>	<b>Work plan 23/24 – discussion</b>	
	<p><b>ACTION:</b> Draft 23/24 work plan to be shared, including revised target metrics.</p> <p>Suggested including communications targets for promoting directly to the Cornish-speaking community. This could be summaries within Language Office public updates, infographics published online, or a longer-term website redevelopment.</p>	<b>MT/SR</b>
<b>5</b>	<b>Pennskol Karesk</b> (Exeter University)	
<b>a</b>	<b>Teaching and research update</b>	
	<b>Nowydhheansow an Panellow</b> (Panel updates)	
<b>6</b>	<b>Dictionary</b>	
	<b>Pending actions</b>	
	<b>COMPLETE:</b> Share comments on the S changes document for S Harris.	
	<b>Dictionary database – update</b>	
	The dictionary database update has reached letter 'A'; aiming to finish the letter in early April. This is due to the focus shifting towards a Corpus update.	
	<b>Technology – corpus, spellchecker, thesaurus</b>	
	<p>A fully segmented, bilingual translation of War of the Worlds will be ready for upload to the Corpus in the next 2–3 weeks.</p> <p>A Cornish spellchecker is now running on a separate website as a trial. This will be shared with Board, translators and the An Nowodhow team for feedback.</p> <p>The thesaurus will be on hold to determine the best method to apply edits. It would be preferable if the dictionary is fully disambiguated to support thesaurus matches.</p>	
<b>7</b>	<b>Termonieth</b> (Terminology)	
	<b>Pending actions</b>	

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	<p><b>DEFERRED:</b> Financial terms – the Translation Service needs a consistent set of words for financial terms, particularly for use in Council and charity documents.</p> <p><b>COMPLETE:</b> Reformat the farming list to include grammatical genders and disambiguation within the same entries.</p>	<b>MT/ TERM</b>
	<b>Translation Service Google Docs list</b>	
	<b>ACTION:</b> MP to review the current Translation Service spreadsheet.	<b>MP</b>
	<b>Letters S - Z</b>	
	The Panel had almost completed recommendations for the letter 'R'. Suggestions for T-Z to be sent when available.	
	<b>Terminology log</b>	
<b>8</b>	<b>Henwyn Tyller (Place-names)</b>	
	<b>Pending actions</b>	
	<b>Ongoing work and Gorsedh 2024 booklet</b>	
	<p>Penwith Landscape Partnership project received an extension, which the Panel has supported by working on additional names in the West Penwith area.</p> <p>Preparation work is already underway to look at the area of Callington, St Mellion and St Dominick.</p>	
	<b>Exonyms</b>	
	<b>COMPLETE:</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>Recent enquiries</b>	

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<b>9</b>	<b>Hwithrans</b> (Research)	
	<b>Pending actions</b>	
	<b>Terminology enquiries</b>	
	Recent research included: contribution to the DCMS consultation, responses to queries raised by DP on behalf of Terminology, and the sound /eu/ which will be discussed at the Pennseythen.	
	<b>Recent requests and subject papers</b>	
<b>10</b>	<b>Negys aral</b> (AOB)	
	<p><b>DEFERRED:</b> Request update from CC Web Team about bilingual pages on CC website.</p> <p><b>COMPLETE:</b> Add agenda item to discuss Board Chair and succession planning.</p> <p><b>ACTION:</b> Consider the proposals in the hyphen paper by the next Board meeting.</p> <p>There was a suggestion to include a definition for each of the terms within the paper.</p>	<p><b>MT/SR</b></p> <p><b>ALL</b></p>
<b>11</b>	<b>Nessa kuntelles</b> (Next meeting)	
	<ul style="list-style-type: none"> <li>Friday 26 May 2023, 1.30–3.30pm</li> </ul>	