

CONTENT MANAGEMENT PROFESSIONALS AUSTRALIA COMMUNITY

FOUNDATION DOCUMENT

20 September 2005

Contents

- 1 Aims of Australia Community
- 2 Background to Community Formation
- 3 Foundation Membership Details
- 4 Office Bearers and Process
- 5 Meetings and Process
- 6 Communication (Email List + Web)
- 7 Rules of Operation

David Warwick
Co-Chair
david@komodocms.com
0411 411 555

James Robertson
Co-Chair
jamesr@steptwo.com.au

AIMS OF AUSTRALIA COMMUNITY

Aims and mission of CM Professionals organization

CM Pros believes that content management (CM) is essential to organizations of every type ... that it harvests and promotes both financial and human value for the companies and organizations that can tap its potential.

CM Pros is a membership organization that fosters the sharing of content management information, practices, and strategies. We seek to improve content management practices within all organizations by:

- Collecting, developing, organizing, and delivering peer-vetted knowledge.
- Educating ourselves and those we work with on the key issues of CM.
- Fostering interaction among content management professionals, enterprise leadership, product vendors, and university educators.
- Identifying, refining, publicizing, and advocating respected CM practices.

CM Pros members are content management practitioners, both inside and outside organizations who want to develop their expertise and share it with others. Our members:

- Develop and publish best practices in a wide range of CM areas.
- Track and publicize CM-related events and jobs.
- Publish a variety of definitive sources for CM terms and news.
- Create and maintain industry mailing lists.
- Organize meetings between practitioners to discuss critical issues.
- Maintain our website, discussion forums, knowledge and syndicated web services.

Specific objectives for the CM Pros Australia Community

- Generate networking opportunities for members
- Examine content management topics of interest
- Promote content management professionalism in our region
- Educate business, government and education about content management
- Develop mutual business and organizational opportunities
- Provide a central source for media comment on CM industry in Australia.

CM Pros Australia Community – Statement of purpose

To provide Australian content management professionals with networking opportunities, a forum for examining content management topics of interest, promotion of content management in Australia, educating on content management and developing mutual opportunities. The CM Pros Australia Community will also provide a central source for media comment on the content management industry and forward the CM Pros international mission statement and objectives within Australia.

CM Pros Australia Community – Scope of work

Ongoing promotion of CM Pros as a peak professional body within the content management industry. Cultivation of new members, regular meetings, communication forums, focus on selected topics of interest and provision of information about content management to the community at large.

BACKGROUND TO COMMUNITY FORMATION

Formation of Content Management Professionals (CM Pros)

20 September 2004 (Silver Spring, MD, USA)

A group of thirty content management experts from around the world announced the formation of CM Professionals, an international community of content management professionals whose purpose is to further best practices based on shared experiences of experts and peers. CM Pros is formed.

28 July 2005 (Sydney, Australia)

Four Australian content management professionals (Martin Bauer, Matthew Harris, James Robertson, David Warwick) meet at the Open Publish conference in Sydney and commit to creating a regular forum for the exchange of ideas and conversation relating to content management in Australia.

17 August 2005 (Silver Spring, MD, USA)

Content Management Professionals (CM Pros), the international content management community of practice, today announced its new member-driven committee process including a framework for the formation of regional chapters

22 August 2005 (Melbourne, Australia)

Foundation Meeting. Eight content management professionals (including 3 members of CM Pros) attend a foundation meeting in Melbourne to determine the community aims, scope, deliverables and other elements required for ratification as the Content Management Professionals Australia Community. David Warwick and James Robertson are nominated as Co-Chairs, allowing the possibility of simultaneous meetings in both Melbourne and Sydney.

29 August 2005 (Melbourne, Australia)

Application made to CM Pros Executive for formation of Australia Community.

1 September 2005 (Silver Spring, MD, USA)

Ratification of CM Professionals Australia Community by CM Pros Executive, CM Professionals Canada West Community also ratified (7 members).

5 September 2005

Australian Press Release sent to selected media contacts in Australia. CM Pros Executive sends announcement to all members announcing the formation of the CM Pros Australia Community.

13 September 2005 (Melbourne, Australia)

First official meeting as CM Pros Australia Community, attended by nine content management professionals (including 5 members of CM Pros). David Warwick and James Robertson elected as Co-Chairs. Lauren Bryan and Matthew Harris elected to Steering Committee. 20 September elected as official formation date, to tie in with the 1-year anniversary of CM Pros formation.

20 September 2005

Formation date of Content Management Professionals Australia Community with 28 supporting content management professions (16 signed up CM Pros members). Also, 1-year anniversary of formation of CM Pros.

FOUNDATION MEMBERSHIP DETAILS

CM Pros Australia Community – Members List (at foundation)

List of the 28 content management professionals who have confirmed their interest in being involved in the CM Pros Australia Community. Including 16 current CM Pros members.

Name	CM Pro Member	Meet. Attend	Email address	Home State
David Warwick (C)	Y	2	david@komodocms.com	VIC
James Robertson (C)	Y	1	jamesr@steptwo.com.au	NSW
Matthew Harris (SC)		2	mharris@morpheus.com.au	VIC
Martin Bauer		1	martin@designit.com.au	VIC
Lauren Bryan (SC)	Y	1	lauren@hs.com.au	TAS
William Jamieson	Y	2	william@komodocms.com	VIC
Bruce Morrison		1	bruce@designit.com.au	VIC
Samantha O'Hare		1	samantha_ohare@merck.com	NSW
Martin Hughes	Y	2	martin@komodocms.com	VIC
Julien Suleau		1	julien_suleau@merck.com	NSW
Rodney Way	Y	1	rodney@komodocms.com	VIC
Elizabeth Van Dort	Y		liz@l-sage.com.au	VIC
Darcy Clark	Y		darcy@cmsarchitects.com	QLD
Ben Loke	Y	1	ben@komodocms.com	VIC
Igor Zambelli		1	igor@smartworks.com.au	VIC
Darren Peacock	Y		darren@sweet.net.au	VIC
Daan Boom	Y		dboom@adb.org	OS
Carolyn Stephens			Carolyn.Stephens@mmv.vic.gov.au	VIC
Brendan Quinn	Y		brendan.quinn@bbc.co.uk	OS
Kylie Palmer			Kylie.Palmer@acumen.com.au	ACT
James Keady			james.keady@fostersgroup.com	VIC
Alison Button	Y		abutton@westpac.com.au	NSW
Jackie Robertson			Jackie.Robertson@dpi.vic.gov.au	VIC
Greg Branson			greg@mbdesign.com.au	VIC
Margaret Ruwoldt	Y		mlruwoldt@gmail.com	VIC
Melanie Kendell			melanie.kendell@gmail.com	VIC
Mark Graham	Y		mark.graham@unimelb.edu.au	VIC
Kerry Webb	Y		kerrya.webb@act.gov.au	ACT

CM Pros Australia Community – Other Australian CM Pro Members

List of CM Pros members located in Australia who have not as yet expressed interest.

Name	Member	Email	State
Duncan Farquharson	Y	oxide222@hotmail.com	NSW
Stephen Goldsmith	Y	stephengoldsmith@taxinstitute.com.au	NSW

Interested Observers – Media and other non-participant contacts

List of persons interested in being informed of the activities of CM Pros Australia Community.

Name	Nature	Email
Brad Howarth	IT Journalist	bhowarth@lagrangecomms.com
Tom Rose	ACS Vic. President	tom.rose@acsvic.com
Con Zymaris	OSIA President	conz@cyber.com.au

OFFICE BEARERS AND PROCESS

Steering Committee

David Warwick david@komodocms.com CM Pros Member (VIC)
Co-Chair Mobile: 0411 411 555

David is Director of Australian developed web content management system, Komodo CMS. David holds an MBA from the Melbourne Business School and is a regular speaker on content management, technology and design issues. David is also a member of the ADMA Digital Council, the convenor of the National Design Archive and a member of numerous other professional bodies in the IT, Management and Design fields.

James Robertson jamesr@steptwo.com.au CM Pros Member (NSW)
Co-Chair Phone: +61 2 9319 7901

James is Managing Director of Step Two Designs Pty Ltd, established in early 1996, Step Two Designs has grown to become Australia's leading vendor-neutral consultancy, specialising in intranets and content management. James is a regular and highly regarded speaker on issues related to Content Management and provides training and consultancy services that are designed to better inform all participants in the content management industry.

Lauren Bryan lauren@hs.com.au CM Pros Member (TAS)
Committee

Lauren is Project Manager at Human Solutions Pty Ltd. Lauren has a Psychology degree and is heavily involved in IT project management, content development, analysis, and documentation development.

Matthew Harris mharris@morpheum.com.au
Committee

Matthew is CEO and founder of Morpheum Pty Ltd, the creator of web content management system, Lantern. A leading thinker and speaker on web content management and web accessibility, Matthew is also Chair, of the AIMIA Web Accessibility Task Force.

Process for appointment

One Year Duration

All positions are for a period of twelve months (to 20 September).

Steering Committee Positions

The number of positions will be no less than 3 and no more than 8 and will be determined by the incumbent Steering Committee.

Nominations and Election Process

Nominations will be heard and the election conducted during the August meeting of the CM Pros Australia Community. Candidates, Nominators, Voters and Office Bearers must all be current CM Pro members. The position of Chair or Co-Chair is elected, all other Steering Committee roles will be appointed by the Committee from the Elected Committee Members.

MEETINGS AND PROCESS

PAST MEETINGS

Date and Time	Meeting Details	Location(s)
22 August 2005 4.30PM to 6.30PM	Foundation Meeting (attend: 8 members: 3) Topic: Formation	Komodo CMS Pty Ltd 113 Ferrars Street Southbank Vic 3006
13 September 2005 4.30PM to 6.30PM	First Official Meeting (attend: 9 members: 5) Topic: CMS data export	Komodo CMS Pty Ltd 113 Ferrars Street Southbank Vic 3006

UPCOMING MEETINGS

Date and Time	Meeting Details	Location(s)
17 October 2005 4.30PM to 6.30PM	Second Meeting Topic: Attracting members	Morpheus Pty Ltd 106 Canterbury Road Middle Park Vic 3206
November 2005 (TBA) 4.30PM to 6.30PM	Third Meeting Topic: TBA	Design IT Pty Ltd 46 Rouse Street Port Melbourne Vic 3207

REGULAR MEETINGS (2006)

Meetings will be held at least quarterly in February, May, August, and November. Other meetings will be arranged if required.

It is aimed to hold meetings in both Sydney and Melbourne on the same evening or as near as practicable depending upon demand and attendance. Meetings in other locations will be determined by demand and likely attendance

The August Meeting will be the Annual Meeting, including election of the Steering Committee.

STANDING AGENDA (4.30PM to 6.30PM)

- 4.30 PM Welcome and introductions (if required)
- News and events (from Chair)
- Administrative requirements (including elections in August)
- Steering Committee and/or Sub-Committee reports (if any)
- 5.15 PM Selected topic for discussion (including Guest Speaker if appropriate)
- 6.00 PM Open Forum and Discussion
- 6.30 PM Meeting Close (informal discussion may follow)

COMMUNITY COMMUNICATION

Community Web Page

The web page for the CM Pros Australia Community is located at the following URL ...

<http://www.cmprofessionals.org/organization/communities/australia/>

Mailing List

An email list group has been set up for the CM Pros Australia Community. To join the email list, please go to the following URL ...

<http://lists.cmsml.org/mailman/listinfo/australia>

To send emails to the list, the email address is australia@lists.cmprofessionals.org however please ensure that you have joined the list first to ensure you receive other posts. The mailing list is not moderated at this stage, so please ensure that your emails remain strictly related to material of relevance to the CM Pros Australia Community. General content management discussion should remain on the primary CM Pros lists.

Administrative Contact

Please contact either ...

David Warwick
Co-Chair
david@komodocms.com
113 Ferrars Street
Southbank Vic 3006
Ph: +61 3 9696 9597
Mob: 0411 411 555

James Robertson
Co-Chair
jamesr@steptwo.com.au
Suite 303, 27-39 Abercrombie Street
Chippendale NSW 2008
Ph: + 61 2 9319 7901

Member Contact Details

Member email addresses are provided on page 3 of this document and CM Pro member details can be found at the CM Pros website <http://www.cmprofessionals.org>

THESE ADDRESSES ARE NOT FOR PUBLIC RELEASE

They are provided here to allow member contact relating to the business and objectives of the CM Pros Australia Community, please do not misuse them, they are not for circulation and they are not for other solicitation or off topic communication. If you wish to broadcast some communication, please use the CM Pros Australia mailing list address australia@lists.cmprofessionals.org

RULES OF OPERATION

The CM Pros Australia Community operates under the CM Pros Committee Process, the most recent of which is the document ... CM Pros Committee Process – FINAL 0.2 (August 2005), which can be provided on request by the CM Pros Australia Community (contact: david@komodocms.com) or the CM Pros Executive (contact: . Laura Walker laurawalker@laurawalker.com).

This document covers; discussion lists, formation, membership, participation, committee, chairs, visibility and a range of other procedural elements that will be followed by the CM Pros Australia Community.

The only self-imposed adjustment to these operational procedures is the annual re-election of the steering committee. In order to ensure vibrancy, commitment and fair representation of members, the CM Pros Australia Community Steering Committee members voluntarily offer themselves up for re-election on an annual basis.