iSGTW Advisory Board Meeting Minutes

Tuesday April 29, 2014, from **16:00** to **17:00** (Central European Time); **10:00** to **011:30** (Eastern Time);**09:00** to **010:30** (CentralTime); **23:00** to **01:00** (Taipei)

## Agenda and Material:

<https://indico.fnal.gov/conferenceDisplay.py?confId=8342>

## Present

*Present:* Melissa Gaillard (MG)

Neasan O’Neill (NoN)

Ruth Pordes (RP)

Sarah Engel (SE)

Matt Link (ML)

Jason Zurawski (JZ)

Ruth Pordes (interim chair)

*Editors:* Andrew Purcell (AP), Amber Harmon (AH)

*Apologies:* Bob Jones (BJ)

*Minutes:* Ruth Pordes

## Proceedings

#### Opening of the meeting and formalities

##### Approval of agenda

The agenda was approved.

##### Approval of previous minutes

The minutes from 27 January 2014 were approved.

##### Announcement of AOB items

No further AOB items were announced.

Round table introductions: New attendees: Matt Link – PI for iSGTW project in the US; Jason Zuraski, ESNET, standing in for Laren Rotman who had an emergency visit.

## Review of Existing actions

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| --- | --- | --- | --- |
| **ACTION** | **RESPONSIBLE** | **STATUS** | **REVIEW** |
| 20140127:1 Update contributor’s guidelines regarding image copyright | Andrew Purcell | OPENClosed after the meeting. | Asap.Sentence ready and will be included in the guidelines. |
| 20140127:2 Review website requirements and CMS options | Andrew Purcell / Amber Harmon | OPEN | Comparison spreadsheet posted. Agreed with decision to be an Open Source solution.  |
| 20140127:3 Migrate existing website and CMS to new server | Alex Owen | OPEN | Agreed that this happen May 12th 2014. Andrew will confirm with Alex. Alex informed. |
| 20140127:4 Review the ToR including liability | All Board | OPENClosed after the meeting. | Andrew to add text for copyright guidelines |
| 20140127:5 Present the ToR at the OSG Council | Ruth Pordes | Closed | Presented and agreed to.  |
| 20140127:6 Explore Horizon2020 EC funding call for iSGTW | Bob Jones / Neasan O’Neill | OPEN | Identified the call and effort led by Neasan.  |
| 20140127: 7 Liaise with ESNet regarding a new Chair for the Advisory Board | Bob Jones / Ruth Pordes | Closed | Lauren Rotman will participate on the board til the end of 2014. |
| 20111004:4 Work with XSEDE & PRACE and others to get their level of engagement up to a level that the board is happy with.  | Ruth Pordes/Matt Link/Bob Jones | OPEN  | Matt Link approaching XSEDE as well as OSG for article ideas. Will add ESNET to the list of contacts. |
| 20121114:6 Liaise with QMUL on working out the division of activity between QMUL and Xenomedia | Kevin Munday / Alex | OPEN  | Work is ongoing. No issues currently known. Will move to the new service May 12th. Alex informed. |
| 20131119:3 Investigate student effort at CERN | Melissa Gaillard  | Close | This idea was found to not be feasible in the current CERN circumstances. The action item is closd. |
| 20131119:6 Arrange editorial F2F meeting | Amber Harmon / Andrew Purcell | OPEN | Amber visiting CERN in June. Before ISC and ISC week. |

## New Actions

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| --- | --- | --- | --- |
| **ACTION** | **RESPONSIBLE** | **STATUS** | **REVIEW**  |
| 20140429:1 | Ruth, Andrew | Open | Contact Simon Lin for continued Asian participation in board, Andrew ask Alex to add Lauren, Jason, Matt to the Board email list. Latter is done after the meeting. |
| 20140429:2 | Andrew, Neasan, Matt, Craig | Open  | Discuss potential for new name for EU proposal in Sept. Need to converge by end of June |
| 20140429:3 | Andrew, Neasan, Matt, Craig | Open  | Decide possibility to publish more frequently than weekly based on additional effort in EU if Sept proposal is successful |
| 20140429:4 | Matt | Open | Add Lauren and Travis to outreach for articles in US |
| 20140429:5 | Andrew | Open | Decide on new CMS in time for the proposal. Andrew to send email in 1 week with issues and questions; Email discussion and decision in a few weeks.  |
| 20140429:6 | Ruth | Open | Need agreement for no iSGTW last week of July/first week of August.  |
| 20140429:7 | Ruth | Open | Doodle poll for next board meeting in 3 months. |