## 2019-02-14 AG Agenda and Notes

A CDL representative will act as interim chair until a Chair is selected by the AG.

**Attending** - Kurt Ewoldsen, John Kunze, John Howard, David Wilcox, Kate Wittenberg, Martin Kalafatovic, Brian McBride, Frédérique Joannic-Seta, Bertrand Caron

<table>
<thead>
<tr>
<th>Discussion Items</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Working Group invitations: progress on responses</td>
<td>Review of affirmative working group member responses:</td>
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<td>Lyris / DuraSpace merger update</td>
<td>- Outreach = 4</td>
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<td>Review Action items from prior meetings</td>
<td>- Sustainability = 6</td>
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<td>- ACTION - We will create a new spreadsheet or googledoc where AG members can suggest people from the EOI to the WG. <strong>dropped - not relevant</strong></td>
<td>- Technical = more than enough</td>
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<td>- ACTION - Kurt we need to put together a template lightning talk anyone could deliver. <strong>done</strong></td>
<td>So the question is whether we have enough to move forward with scheduling</td>
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<td>- ACTION - John will add project page link, specific group charter links to the generic invitation template <strong>done</strong></td>
<td>DuraSpace confirmed that 7-9 is the ideal size, since not everyone will attend all meetings</td>
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<td>- ACTION - John will create a spreadsheet for tracking invitations. <strong>done</strong></td>
<td>We agreed to move forward with existing group members and let the first meeting further refine the working group purpose &amp; goals, which will allow targeted recruiting of further members (by both WG &amp; AG)</td>
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<td>- ACTION - John will add information to the invitation and share for feedback. Deadline to empower members to invite working group members will be 1/17/19 <strong>done</strong></td>
<td>Group approved reaching out to C. Neylon to participate in the sustainability working group</td>
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**Still to do:**

- ACTION - Create document where AG members can add events they’ll be attending in 2019, for future project update
- ACTION - John and Kurt to set a shared public calendar for ARKs meetings (ask Duraspace for help on this)
- ACTION - eventually follow up to all who filled out an EOI form

- ACTION - send extra invitations
- ACTION - send reminders

John H. is willing to lead Outreach group, but sparse membership: should recruiting continue?

- ACTION - John K & John H will get together and review the EOI list for targets for invitations

AG liaisons to lead each working group are:

- Outreach = John Howard
- Sustainability = Kate Wittenberg
- Technical = John Kunze

These liaisons will poll the workgroup members and schedule the initial meetings for some time in March

These first meetings will include self-organizing: pick a leader and a mode of operation

- If necessary, AG liaisons will lead until the group agrees on an alternative

- ACTION - John K will draft a generic message to organize the first WG meetings

David gave an update on the DuraSpace & Lyris merger, which is in the due diligence phase; DuraSpace sees the financial support from Lyris as beneficial and Lyris is looking for international growth

John K. has created draft of a lightning talk and shared it with the group

John K. & Kurt had a follow up discussion with BnF to recap the meeting, covering the high-points of the meeting from before they were able to connect

Bertrand pointed out that we need representation in the working groups from organizations that do not get their ARKs or infrastructure from CDL, but either run their own or go to another service provider for it

CDL agrees that it is critical to the community’s viability that all perspectives and needs are represented in our work; that is the only way this effort will be successful