

# March 2018 Samvera Partner Meeting Agenda

## Date and Time

Thursday, March 29 9:00 AM - Friday, March 30 5:00 PM

[Map, lodging, and transportation](#)

## Location

SSRC Classroom (Room 121A)  
Cecil H. Green Library Bing Wing  
Stanford University  
557 Escondido Mall  
Stanford, CA 94305

[Green Library Access Details](#)

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## Remote Connection

Join from PC, Mac, Linux, iOS or Android: <https://stanford.zoom.us/j/243538521>

Or iPhone one-tap (US Toll): +18333021536,,243538521# or +16507249799,,243538521#

Or Telephone:  
Dial: +1 650 724 9799 (US, Canada, Caribbean Toll) or +1 833 302 1536 (US, Canada, Caribbean Toll Free)

Meeting ID: 243 538 521  
International numbers available: <https://stanford.zoom.us/join?m=oyt-qhPNXM152-LyjZnHctA27cZsGzj>

## Meeting Notes

[https://docs.google.com/document/d/1v7eEmAUTnW7Kj8NU7JZTmk3OY6\\_rqzVkjG\\_WUbxGFs4/edit#](https://docs.google.com/document/d/1v7eEmAUTnW7Kj8NU7JZTmk3OY6_rqzVkjG_WUbxGFs4/edit#)

## Meeting Recordings

Day 1: <https://stanford.zoom.us/recording/share/UMiyv6KC5oQd7kikP1WcDeDeibo9ujlo46ZcntTw1HuwlumekTziMw>

Day 2: [https://stanford.zoom.us/recording/share/rSkmhT7SEIQf5Vk-JI4tYk\\_RIP49eBGYOxMP3jUPsyCwlumekTziMw](https://stanford.zoom.us/recording/share/rSkmhT7SEIQf5Vk-JI4tYk_RIP49eBGYOxMP3jUPsyCwlumekTziMw)

## WORKING Agenda

*Day 1: Thursday March 29th, 2018. 9am - 5pm*

Time	Agenda Topic	Presenters	Notes
9:00am - 9:30am 30 mins	Housekeeping		<ul style="list-style-type: none"><li>• Welcome</li><li>• Logistics</li><li>• Agenda Review</li><li>• Agenda Amendments</li></ul>

9:30am - 10:15am 45 mins	Components Maintenance Working Group Update	Trey Pendragon Benjamin Armintor Bess Sadler Tom Johnson	<ul style="list-style-type: none"> <li>WG Report Slides</li> <li>Goals of Phase 1 of the working group</li> <li>Deliverables of Phase 1: <ul style="list-style-type: none"> <li>Product Owner selection process</li> <li>Product Owner role definition</li> <li>Core component definition and list</li> <li>Deprecation process</li> <li>Audit of our code repositories: <a href="https://docs.google.com/spreadsheets/d/1IICaXpwzxSFPB_G7k4jzUiPMTmT5OulUQKtF0jSYqVM/edit#gid=0">https://docs.google.com/spreadsheets/d/1IICaXpwzxSFPB_G7k4jzUiPMTmT5OulUQKtF0jSYqVM/edit#gid=0</a></li> <li>Dependency report (what's being used and how widely)</li> </ul> </li> <li>Charter for Phase 2: <a href="https://docs.google.com/document/d/13FXhC8fMu0L_sYipyIIR1coXLMJ0hYvMhdJsP9XSR6Y/edit#heading=h.oqjg75hs7nci">https://docs.google.com/document/d/13FXhC8fMu0L_sYipyIIR1coXLMJ0hYvMhdJsP9XSR6Y/edit#heading=h.oqjg75hs7nci</a></li> <li>Discussion</li> </ul>
Break 10:15am - 10:30am			
10:30am - 11:00am 30 mins	Core Components Maintenance Working Group Update	[see above]	[see above]
11:00am - 11:30am 30 mins	Samvera Governance Working Group: Roadmap Council	Carolyn Caizzi Simeon Warner	<ul style="list-style-type: none"> <li>How does the Roadmap Council differ from the CCMWG</li> <li>How do the groups work together</li> <li>Governance Recs <a href="https://docs.google.com/document/d/1DtKOO8MJTU7k6svMrvO2IM_ZrMep1-6s0xVOSf05PUJ/edit?usp=sharing">https://docs.google.com/document/d/1DtKOO8MJTU7k6svMrvO2IM_ZrMep1-6s0xVOSf05PUJ/edit?usp=sharing</a></li> </ul> <p>----- RECORDING ENDED HERE. -----</p>
Lunch 11:30am - 1:00pm			
1:00pm - 2:30pm 90 mins	Resourcing and Planning	Various Presenters	<ul style="list-style-type: none"> <li>Presentations <ul style="list-style-type: none"> <li><b>Hyrax.</b> <a href="#">steve van tuyl</a>. Progress on <a href="#">roadmap</a>. 10 minute presentation.</li> <li><b>Avalon.</b> <a href="#">Jon Dunn</a>, <a href="#">Ryan Steans</a>. Upcoming community sprints. <a href="#">15 minute presentation</a>.</li> </ul> </li> </ul> <p>----- RECORDING STARTED HERE. FACILITATOR FAIL -----</p> <ul style="list-style-type: none"> <li><b>Hyku.</b> <a href="#">Michael J. Giarlo</a>, <a href="#">Hannah Frost</a>. Update. 5 minutes.</li> <li><b>Collections Extension.</b> <a href="#">samvera/hyrax milestone 2.1</a> <a href="#">Jeremy Friesen</a> <ul style="list-style-type: none"> <li>We are nearing the release that includes collections extensions. There are 10 issues under active development. 4 issues on hold for more information. 9 unassigned blocking issues. And 5 targeted for 2.1 that aren't blockers.</li> <li>There are a few issues that are refactors and adding UI improvements that would be good to get in 2.1.1 if we have the resources to do that.</li> <li>It should be noted that only a few of the current issues are collections extensions specific. A good number are general Hyrax issues not related to CE.</li> </ul> </li> <li><b>Analytics.</b> <a href="#">steve van tuyl</a>. Finishing first milestone. Finding resources for the next one. <a href="#">See the GH project</a> for more info about whats happening right now. 5 minute presentation. <a href="#">Hyrax Analytics Working Group (HAWG)</a></li> <li><b>Permissions.</b> <a href="#">Jeremy Friesen</a>. Current analysis and use case gathering. <a href="#">5 minute presentation</a></li> <li><b>Documentation.</b> <a href="#">Bess Sadler</a> and <a href="#">Ryan Steans</a>. <a href="#">5 minute presentation</a>.</li> <li><b>Bulk Ingest/Export/Edit.</b> <a href="#">Tom Johnson</a>. Update from working group. <a href="#">Hyrax Batch Import-Export WG</a>; 5 minute presentation</li> <li><b>Valkyrie.</b> <a href="#">Trey Pendragon</a>. Update on development. 5 minute presentation. (<a href="https://github.com/samvera-labs/valkyrie">https://github.com/samvera-labs/valkyrie</a>)</li> </ul> <ul style="list-style-type: none"> <li>Discussion <ul style="list-style-type: none"> <li>Are there upcoming sprints that you'll be able to provide developer support for?</li> <li>Do any of these things depend on each other?</li> <li>Are there dependencies or priorities not addressed here?</li> </ul> </li> </ul>
Break 2:30pm - 2:45pm			
2:45pm - 3:45pm 60 mins	Resourcing and Planning	[see above]	[see above]  Much of the intention around the "Using Hyrax" agenda item ended up being had during the resourcing and planning discussion. We added the "Using Hyrax" agenda item to the parking lot.
Break 3:50pm - 4:05pm			

4:05pm - 4: 20pm  15 mins	2018 Virtual Samvera Connect	<a href="#">Karen Cariani</a>  <a href="#">Jon Dunn</a>	<ul style="list-style-type: none"> <li>• Should we have another one?</li> <li>• How will we pull it together?</li> </ul>
4:20pm - 4: 30pm	Hyrax Developers Working Group	<a href="#">Carolyn Caizzi</a>  <a href="#">Trey Pendragon</a>	<ul style="list-style-type: none"> <li>• When do we want developer resources to be identified?</li> </ul>
4:30pm - 5: 00pm  30 mins	Housekeeping		<ul style="list-style-type: none"> <li>• Review of Parking Lot</li> <li>• Review of Day 2 Agenda</li> <li>• Agenda Amendments</li> </ul>
<b>Day 2: Friday March 30th, 2018. 9am - 5pm</b>			
Time	Agenda Topic	Presenters	Notes
9:00am - 9: 15am  15 mins	Housekeeping		<ul style="list-style-type: none"> <li>• Welcome <ul style="list-style-type: none"> <li>• Logistics</li> <li>• <a href="#">Upcoming Training Opportunities</a></li> </ul> </li> <li>• Agenda Review; Amendments</li> </ul>
9:15am - 9: 30am  15 mins	Sunsetting Partners  Annual Report  Marketing Working Group	<a href="#">Richard Green</a>	<ul style="list-style-type: none"> <li>• <a href="#">Samvera 2017 Annual Report</a></li> <li>• Review <a href="#">list of existing partners</a>.</li> <li>• Discussion regarding partners to sunset: RockHall and possibly DuocUC?</li> <li>• <a href="#">Marketing WG charter</a></li> </ul>
9:30am - 10: 00am  30 mins	What is needed for management and maintenance of solution bundles?		<ul style="list-style-type: none"> <li>• Are there community standards/a way of generalizing governance requirements for solution bundles i.e. product owners, roadmaps, governance, etc.?</li> <li>• What can solution bundles learn from the CCMWG?</li> <li>• What about how new features are developed?</li> <li>• Notes from November 2018 Partners meeting discussing. <a href="https://docs.google.com/document/d/1gNag8aTUhzAq51XCDCmhX5l0HZXHK0mjCk2OdgI_jLM/edit#heading=h.sprna199pyut">https://docs.google.com/document/d/1gNag8aTUhzAq51XCDCmhX5l0HZXHK0mjCk2OdgI_jLM/edit#heading=h.sprna199pyut</a></li> </ul>
<b>Break 10:00am - 10:15am</b>			
10: 15am - 11: 30am  75 mins	Samvera Governance Recommendation Review	<a href="#">Carolyn Caizzi</a>  <a href="#">Ryan Steans</a>	<ul style="list-style-type: none"> <li>• Review of recommendations: <ul style="list-style-type: none"> <li>• Governance Recs <a href="https://docs.google.com/document/d/1DtKOO8MJTU7k6svMrvO2IM_ZrMep1-6s0xVOSf05PUJ/edit?usp=sharing">https://docs.google.com/document/d/1DtKOO8MJTU7k6svMrvO2IM_ZrMep1-6s0xVOSf05PUJ/edit?usp=sharing</a></li> <li>• Summary slides: <a href="https://docs.google.com/presentation/d/14bLgg_PPOCEecQSp1j7lxtelke7WWpfKHlgSDaV9E/edit?usp=sharing">https://docs.google.com/presentation/d/14bLgg_PPOCEecQSp1j7lxtelke7WWpfKHlgSDaV9E/edit?usp=sharing</a></li> </ul> </li> <li>• Review of voting procedures for the recommendations <ul style="list-style-type: none"> <li>• Partner List <a href="https://docs.google.com/spreadsheets/d/1UK9Diz-yfb_8N4hDfgorSzBMopQblVTuSnw7e8x3dG8/edit#gid=0">https://docs.google.com/spreadsheets/d/1UK9Diz-yfb_8N4hDfgorSzBMopQblVTuSnw7e8x3dG8/edit#gid=0</a></li> <li>• Voting Tool - ElectionBuddy: <a href="https://electionbuddy.com/tour#features">https://electionbuddy.com/tour#features</a></li> </ul> </li> <li>• Discussion</li> </ul>
<b>Lunch 11:30pm - 1pm</b>			
1:00pm - 2: 15pm  75 mins	Samvera Governance: Contribution Model Working Group	<a href="#">Mark Bussey</a>  <a href="#">Richard Green</a>  <a href="#">Nabeela Jaffer</a>  <a href="#">Carolyn Caizzi</a>	<ul style="list-style-type: none"> <li>• Information collection <ul style="list-style-type: none"> <li>• Review of what has happened in the past (Steering's thoughts, SGWG thoughts)</li> <li>• How does that impact the working group</li> <li>• What do we know now about what we are trying to raise funds for</li> </ul> </li> <li>• Forming a working group <ul style="list-style-type: none"> <li>• Goals of the group;</li> <li>• In scope work;</li> <li>• Out of scope work</li> </ul> </li> </ul>
<b>Break 2:15pm - 2:30pm</b>			

2:30pm - 3: 00pm  30 mins	Samvera Governance: Steering's Responsibilities	<a href="#">Mark Bussey</a>	<ul style="list-style-type: none"> <li>• <a href="#">What does Steering do?</a> What is the time commitment like?</li> <li>• <a href="#">Samvera Community Framework</a> <a href="https://docs.google.com/document/d/1HzqH9I25jNP92KINpPDQVt8CibzdNdsWn7ged9wBfOo/edit">https://docs.google.com/document/d/1HzqH9I25jNP92KINpPDQVt8CibzdNdsWn7ged9wBfOo/edit</a></li> <li>• Question and Answer period?</li> </ul>
3:00pm - 3: 15pm  15 mins	Hiring Centralized Staff		<ul style="list-style-type: none"> <li>• How do folks view community management</li> <li>• <a href="#">Samvera Community Framework</a></li> <li>• How do we work with DuraSpace</li> </ul>
3:15pm - 3: 30pm  15 mins	More effective calls for resource participation		<ul style="list-style-type: none"> <li>• What is the lower limit for groups</li> <li>• Is there an upper limit for the groups</li> <li>• Thinking about things beyond development</li> <li>• Are we stretching the community?</li> </ul>
<i>Break 3:30pm - 3:45pm</i>			
3:45pm - 4: 15pm  30 mins	Third-party dependencies in the Samvera stack		<ul style="list-style-type: none"> <li>• Blacklight and similar things and their relationship to Samvera;</li> <li>• How do we do maintenance when project is outside of Samvera community;</li> <li>• Moving from project oriented development to regular product maintenance</li> </ul>
4:15pm - 4: 30pm	Housekeeping		<ul style="list-style-type: none"> <li>• Review of Parking Lot</li> <li>• Review of Decision Log</li> <li>• Review of Action Items</li> <li>• Wrap-up</li> </ul>

## Suggested Topics

- Samvera Governance Working Group Update
- 2018 Fund raising. This may bleed into resourcing and planning.
  - Steering will be working with DuraSpace to coordinate a fund-raising drive beginning almost immediately after the meeting. We need to present a clear message around the need for funds - not just for possible staff but also for other resourcing and initiatives. It is anticipated that we will be asking contributors for a three-year funding commitment (where possible) in order that we can guarantee some stability for any staff appointed. Steering are willing to manage the fundraising but will welcome help from any individuals who would like to become involved. A funding group will need to be pretty nimble to get things underway quickly.
- 2017 Annual Report
- 2018 Virtual Samvera meeting
- Sunsetting Partners (Steering Group are minded to unilaterally remove one or two Partners from our list due to long-term inactivity - technically this requires a majority vote of all other Partners)
- Resourcing and Planning
- Update from Component Maintenance WG; maybe updates from all WGs?
- Maybe during Resourcing and Planning—can we discuss who is adopting Hyrax and who decided not to? Also, can we talk about which Partners have developer resources they could contribute for the next year?
- Updating the technical pages of the wiki
  - The pages look to be woefully out of date and I wonder if the Partners might commission a small Working Group to deal with that – ahead of it becoming one of the responsibilities of a technical manager (as and when)?
- Samvera Marketing Working Group

## Participants

Participants **must** include their names below to ensure expedient access to Green Library.

1. Nabeela Jaffer, Michigan
2. John Weise, Michigan
3. Linda Newman, Cincinnati
4. Carolyn Caizzi, Northwestern
5. Karen Cariani, WGBH
6. Dave Hicking, Yale
7. Dan Coughlin, Penn State
8. Jon Dunn, Indiana
9. Mike Giarlo, Stanford
10. [Esmé Cowles](#), Princeton
11. Jeremy Friesen, Notre Dame
12. Richard Green, Hull
13. Robin Ruggaber, Virginia
14. Margaret Mellinger, Oregon State
15. [Simeon Warner](#), Cornell
16. Tom Cramer, Stanford

17. [Ryan Steans](#), Northwestern/ Avalon
18. [Rosalyn Metz](#), Emory University (Chair)
19. Neil Jefferies, Oxford
20. Ben Armintor, Columbia
21. Stefano Cossu, AIC
22. [Trey Pendragon](#), Princeton
23. Declan Fleming, UCSD
24. Jessica Hilt, UCSD
25. [steve van tuyl](#), Oregon State (call-in)
26. Hannah Frost, Stanford
27. John Ajao, UCSB
28. [Mark Bussey](#), Data Curation Experts
29. [Bess Sadler](#), Data Curation Experts
30. Andrew Woods, DuraSpace
31. [tamsin johnson](#), Data Curation Experts
32. Franny Gaede, University of Oregon (call-in)
33. Alicia Morris, Tufts University (call-in)
34. Andrew Rouner, WUSTL (call-in; 9-11:30)
35. *Please add your name if you intend to be there*