Partner Meeting #1, Oct 16, 2018: Agenda and Preparation

Meeting preparation

- Review grant proposal
  - LD4P2 Project Background and Goals
  - Cloud-based environment for original metadata creation (WP1)
  - Metadata reuse (WP2)
  - Linkage to external authorities and web context data (WP3)
  - Discovery (WP4)
  - Production workflows for native linked data descriptions (WP5)
  - Community Collaboration (WP6)
- Review Timeline (*opens in new tab)*

Remote participation

Details TBD. stick to schedule so folks can call in just to the relevant parts.

Attendees

Institution	Attending
Cornell	Simeon Warner, Dean Krafft, Jason Kovari, Steven Folsom, Tim Worrall, Lynette Rayle, Huda Khan
Harvard	Marc McGee, Christine Fernsebner Eslao, Scott Wicks, Chew Chiat Naun
Iowa	Dave Eichmann
LC	Beacher Wiggins, Sally McCallum, Judith Cannan, Nate Trail, Kirk Hess, Matt Miller, Kevin Ford, Jodi Williamschen, Paul Frank, Qi Tong
PCC	Jennifer Baxmeyer, Xiaoli Li
Stanford	Tom Cramer, Philip Schreur, Nancy Lorimer, Astrid Usong, Jeremy Nelson, Josh Greben, Michelle Futornick

Goals

- Establish communication between institutions on a workpackage level
- Identify what success looks like for the grant, and adjust work plan accordingly
- Grasp bigger picture of entire grant and how the pieces fit together, to identify areas for collaboration, dependencies, gaps
- Absorb outcomes of previous day's cohort meeting and impact on grant activities
- Further lay groundwork for successful cohort experience
- Develop plan for community engagement
- Consider new developments since last grant and their impact on this grant (finishing up from retrospective)

Agenda: Tuesday, October 16, 2018* and Meeting Notes

Time	Item	Who / Facilitator (*in progress)*
8:30 - 9:00 am	*Continental breakfast*	
9:00 - 9:30 am	Re-introductions and Pre-mortem.	Michelle
9:30 - 10:00 am	Revise agenda	
10:00 - 10:15 am	*Break*	
10:15 - 10:45 am	• Results of walkthrough of Sinopia and QA flows and screens, "test" real examples (Astrid and Huda) (15 min) • Chalet results (Huda + Astrid) (15 min)	

10:45 - 11:45 am	Casalini: walk through conversion plan / timeline; interaction with Sinopia; updates	
11:45 am - noon	Consider new developments since last grant and their impact on this grant (finishing up from retrospective, plus Google Books Summit)	
noon - 1 pm	*Lunch*	
1 pm - 1:30 pm	Profiles: what is the plan? • Briefly, recap any related discussions from Monday. • What process do we want for registering bugs	
1:30 -2:00 pm	Cloud-based environment for original metadata creation (WP1) Sinopia design and prioritization; what resources are needed re policies, training, application profiles. Sinopia / QA interaction. • Sinopia milestones (Michelle) • Give cohort direction on how to start, what to do before April • Additional bluesky ideas inspired by chalet demo	
	Break	
2:15 - 2:45 pm	Linkage to external authorities and web context data (WP3) Wikidata interactions, external authorities, plans for Wikimedian	Simeon
2:45 - 3:30 pm	Discovery (WP4) Discovery: plans, how to incorporate data from WP1 and Cohorts (incl WP5)	Tom
3:30 - 3:45	*Break*	
3:45 - 4:30 pm	Community Collaboration (WP6) + *developer working session* • What else is LD4 beyond the community meeting? • Planning LD4 meeting • LD4 community, how do we enable this, what are we committing to? Who is doing the work? • Duplication of other communities? • "who else should we involve" topic from LD4P1 retrospective	Tom
4:30 - 4:45 pm	*retrospective*	

*NOTES

- WP2 not listed as agenda item since we are using Casalini, not building our own metadata reuse pipeline.
- WP5 not listed as agenda item, it will have been covered on Cohort day.