Meeting Notes and Action Items for February 5, 2010

Tech planning meeting logistics:
1.5 days end of week in late May

draft list of participants:
Tom Habing - Illinois
Paul Sorenson- Illinois
Susan Harum- Illinois
Patrick McDonald - BU
Woodruff Library - Atlanta
Patrick Schmidt - Berkeley
Dan Shepard from Cambridge
Zac Thomas - Texas
3 from NYU (David, Joe, Brad)
someone from Google
someone from Fedora
someone from OLE (John Little?)
someone from CDL
someone from Lyra
someone from OCLC (Lorcan?)

Joe Pawletko for facilitator and a steering committee to help planning

Contact Rick Baubian and Chick Markley as potential technical consultants. One of them/both of them? We'll start with Chick to feel out if work as a team and partner with another person to facilitate this meeting. Familiar enough with the technical matter?

Susan will draft a paragraph for invitation to send out for level of interest (what's being planned, objectives of the meeting), then send to David for editing (cc'ing Luc and Beth).

Communication
-Neutral branding
-wiki - both public and private spaces at NYU - David will set up
-Confluence easy system to migrate out of? Susan will check with IU folks
-Luc will check on accelerating domain name situation

Agenda for UCSD
- Susan work with Annie and Brad to draft
- book Brad
- breakfast with Luc at 8:00 am Monday meet at restaurant lobby
- try to finish at 4:30 pm to drive back with Luc and have chance to see sunset

Susan to work on press release to archival communities
Send the release as is with a forward with more information about the project - who to contact, we got the money and that includes maintenance – if it’s not going away, you can contact us. Fly it by Brad/Scott et al., then the trinity.

Susan to clear up purpose of all project meeting. Once per month during planning phase - need structured agenda but could include opening up for questions - where we are, etc. Indicate who's going to speak when and about what. Before see Brad, take a look at Collection Space functional requirements looking at what the users were asking for - other opensource cultural projects. Archives need to articulate how to work with libraries and museums - need to intersect and work together. Very high level and then invite them to take a look at what's happening at what's happening in other silos.