|  |  |
| --- | --- |
| Meeting | PMB, Telcon |
| Editor | Catherine Gater |
| Meeting date | 13 March, 2012 |
| Attendees | EGI.eu: Steven Newhouse, Catherine Gater  QMUL: Steve Lloyd  APO: Andre-Pierre Olivier  CERN: Bob Jones |
| Apologies | Imperial: Dave Colling |
| Absent |  |
| Distribution | PMB members |
|  |  |

1. Minutes of the last meeting

1. No corrections to the previous meeting minutes.

2. Actions from the last meeting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTION** | **DESCRIPTION** | **RESPONSIBLE** | **DATE** | **STATUS** |
| **20110127:2** | Establish a plan for working with the Digital Library | Catherine Gater |  | Support for DL will end in May 2012, EC to be informed, OpenAIRE+ an alternative? **OPEN** |
| **20110127:4** | Request profile pages based on the SSO database from CESNET | Catherine Gater |  | Requirements to be sent to CESNET. **OPEN** |
| **20110511:5** | Contact EUDAT and ESFRI cluster projects via PMB contacts | Catherine / PMB | Next PMB | Further discussions with BioMedBridges, ENVRI and CRISP. Signed with N4U. **OPEN** |
| **20111018:1** | Allocate checking the trademarking and copyright actions to a member of staff. | Bob Jones | Next PMB | **OPEN** |
| **20111018:2** | Advertise the translated GridCafé sites to CHAIN, GISELA and SAGrid. | Catherine Gater | Next PMB | Leaflet produced, distributed to CRISP and at ISGC2012. **OPEN** |
| **20111018:3** | Send an MoU template or letter of intent to NewWorldGrid via APO. | Catherine Gater | Next PMB | Template sent but no response so far. **OPEN** |
| **20120117:1** | Contact EUDAT about User Meeting, 7 March | Catherine Gater | By March | Attendance not recommended. **CLOSED** |
| **20120117:2** | Confirm the approval of the iSGTW Board ToR and date of next meeting | Catherine Gater | Next PMB | ToR confirmed, date of next meeting TBA. **OPEN** |

**DISCUSSION**

**20110127:2 Digital Library**

EC not yet notified as discussions with them regarding funding for iSGTW are currently underway.

**20110127:4 CESNET and SSO**

Requirements discussed at F2F meeting on 17 January and will be sent to CESNET once the new EGI website is live, to avoid conflicting work schedules.

**20110511:5 MoUs**

EUDAT: MoU signed but real collaboration not yet underway – focusing on their event in the Autumn.

CRISP: Services proposal sent to Eileen Clucas for consideration by the board, they are looking to support 2 e-ScienceTalk team members to attend their event in Crete, 23-24 April.

BioMedBridges: Contact made by SN at the kick off meeting, conversations underway with CG – a new dissemination person is being recruited.

ENVRI: CG to attend the ENVRI meeting in Vienna, 18-20 April.

Helix Nebula: CG to attend the kick off meeting at CERN, 5-7 July.

**20111018:1 Creative Commons**

Checking the implementation of the creative commons and trademarking actions will be reallocated to a new member of staff at CERN as the previous person left, still open while iSGTW issues resolved.

**20111018:3 New World Grid**

MoU discussions on hold while the composition of the association changes. They will come back to us once this has stabilized.

4. Report from PM (see slides at https://www.egi.eu/indico/conferenceDisplay.py?confId=813)

**DISCUSSION**

**WP1: e-ScienceBriefings**

* Next e-ScienceBriefing will be on visualisations

**DISCUSSION**

Discussed releasing the briefing at the EGU General Assembly in April, or at Healthgrid2012 in May depending on the timing. Recommend to include some environmental visualisations in the briefing.

**WP2: GridCafe**

**GridGuide**

* Successfully met the recent milestone of adding 25 new sites since the beginning of the project but only by manually adding content from GEANT, US and Asia Pacific sites. These sites are still skeleton and need to be fleshed out with additional content.
* Concern about meeting the final project milestone of a further 25 sites as it does not seem to scale.
* Need to interest site contacts in updating content themselves – some of it is now likely to be out of date.

**DISCUSSION**

How to motivate people to add their sites and keep them up to date? You could keep the data current through the eInventory project maps?

The new version of RTM does not need to call the GridGuide, it could instead link to the institutional website.

**DECISION**  
Contact the current editors to remind them to update their sites and to add more content.

Advertise the GridGuide at the NGI International Liaisons meeting in Munich on Monday 26 March.

**Real Time Monitor**

* Two release versions of the webstart RTM available – one with the GEANT layer automatically showing, one with it included but not automatically displayed.

**WP3: iSGTW**

* 8 applications so far for the iSGTW editor post
* URLs and Twitter accounts reserved for a name change to eScience Magazine, or eScience Weekly.
* No resources available to change the name with Xeno media at the moment.
* CG is contacting Maria Ramahlo about PRACE engagement, as she was featured in an iSGTW article recently

**DISCUSSION**

Contact the ESFRI members and Citizen Cyberscience Summit delegates about subscribing.

Current issues show that iSGTW is not sustainable without funding for staff positions.

**WP4: Year One Amendment**

* Propose to move 2K plus 8K from the QMUL Other budget to cover freelancing costs and Xenomedia website maintenance costs respectively in WP3.

**DECISION**

Proposal to reallocate the funds approved by the Board.

CG to ask Celine Bitoune to update the budget into the open NEF session, so that the partners can review it before submission.

3. Status of Deliverables and Milestones

Covered in the PMs report.

4. Review of risk register

Risk register reviewed.

R4 Increase likelihood of lack of future funding to a red risk

R16 Reduce likelihood of legal challenges to the use of product names to an orange risk.

5. Project Issues

Covered in the PMs report.

No additional issues raised.

7. First Periodic Review Report

No additional issues raised.

8. AOB

No further AOB

9. Date of Next Meeting

Next meeting: May/June 2012

CG to create a Doodle poll for final week in May / first week in June.

**Summary Action List**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Description | Responsible | Date | Status |
| 20120117:2 | Confirm the approval of the ToR for iSGTW and confirm next Board meeting | Catherine Gater |  | Open |
| 20120117:1 | Contact Damien LeCarpentier about the EUDAT meeting on 7 March | Catherine Gater | By March | Closed |
| 20110127:2 | Establish a plan for working with the Digital Library – notify EC of end of support and talk to OpenAIRE+ | Catherine Gater / Bob Jones |  | Open |
| 20110127:4 | Request profile pages based on the SSO database from CESNET and resolve confidentiality issues | Catherine Gater |  | Open |
| 20110511:5 | Contact CRISP, ENVRI, BioMedBridges projects for MoU discussions. | Catherine / Bob | Next PMB | Open |
| 20111018:1 | Allocate checking the trademarking and copyright actions to a member of staff. | Bob Jones | Next PMB | Open |
| 20111018:2 | Advertise the translated GridCafé sites to CHAIN, GISELA and SAGrid. | Catherine Gater | Next PMB | Open |
| 20111018:3 | Send an MoU template or letter of intent to NewWorldGrid via APO. | Catherine Gater | Next PMB | Open |