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| Meeting | PMB |
| Editor | Catherine Gater |
| Meeting date | 4 November, 2010 |
| Attendees | EGI.eu: Steven Newhouse, Catherine Gater  QMUL: Sarah Pearce  APO: Andre-Pierre Olivier  CERN: Bob Jones |
| Apologies | Imperial: David Colling |
| Absent |  |
| Distribution | PMB members |
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1. Minutes of the last meeting

No amendments to the minutes.

2. Actions from the last meeting

**WP1**

* **Get feedback from the EC/PERT members about GridBriefings to inform future issues.**

DONE. Document summarising feedback circulated by Manisha

* **For e-IRG clarify what is happening with the e-iRG chairmanship with start of eIRG\_SP. Leif or Patrick Aerts? Bob to confirm at EGITF**

DONE. The eIRG chairmanship is separated from eIRGSP3. This is run by Patrick Aerts. Not stated who the next chair will be of e-IRG, but it could be Patrick. However, we should not be entirely guided by e-IRG we should also have outside influences.

* **Do one-to-one feedback interviews at EGITF2010.**

DONE. Feedback from one to one interviews added to the document mentioned above eg from Tim Dyce, Australian grids

**WP2** – no actions

**WP3**

* **CG to draft an email introducing the project to the iSGTW Board members and circulate to the PMB for comments.**

DONE. Email sent to the board introducing the project on 7 September

* **Dan to send the technical specification to the PMB for final comments before sharing with Miriam**

ACTION. Resend the technical specs to the PMB, together with the link to the prototype site, when available (CG).

* **Bob to send Emilie's report on IP to CG- contains recommendations for implementing the copyright report proposals**

DONE. Feedback from David Colling asking if it should be sent to the Imperial Collage legal department. Before we circulate externally we should decide how to react to the recommendations. What is the best way of clarifying our IPR? Need to match the recommendations to concrete actions. For example, one recommendation is that the attribution version of Creative Commons is best.

ACTION. CG – summarise the recommendations to be agreed by the PMB, then send the decision to the iSGTW board to incorporate in development.

* **CG to produce firm proposal on Creative Commons issues to next PMB**

Covered by action above.

* **CG to produce dissemination plan that contains firmer schedules on rebranding items eg Gridbriefings, cloud lounge in GridCafe.**

Plans outlined in PM’s report. Dissemination Plan is not updated during the project, so concrete timescales are not included in this particular document to allow flexibility. Proposal is to use internal deadlines and a rolling plan instead, looking ahead 12 months at a time for example.

* **SP requests fairly immediate review of content to remove obviously out of date elements ie refer to EGEE in past tense.**

ONGOING.

* **BJ to speak to Tim Smith from OPENAire project to find out if their orphans datebase based on CDS Invenio (used by CERN library) could be used.**

DONE. OpenAire is nervous of committing to taking on the Digital Library as part of the orphans repository as CERN does not control the content.

ACTION. CG to talk to David Colling to ask if he is interested in hosting the Digital Library? CG to contact the EC – we want to start exploring how to gain access, but it’s currently unavailable. Propose a more concrete plan for the Digital Library at next PMB.

* **Press release about the start up of the project to be released with approvals**

DONE. Issued on 3 September

3. Report from PM

**WP1**

* Policy advisory team should also include members from PRACE and GEANT eg Thomas Eikermann (PRACE), Richard (DANTE), TERENA (Carol).
* Ask for volunteers from the e-IRG board rather than the whole board?
* Should we look outside the DG-INFSO eg ESFRI. There are four clusters of ESFRI projects bidding for funding in the next call. Suggest to see how they do in the next funding round and then approach them to participate in the advisory group. Focus on the Briefing aspect, rather than the policy side.
* Support others with longer materials, such as a grid primer, rather than produce them ourselves eg DANTE

**Next topics for GridBriefings**

* eGovernment? Not much interest from the NGIs in this. There will be a meeting with the eInfrastructure providers and eGovernment groups in Spring 2011, we could use the results from this.
* Avoid including too much about EC programmes. Put together the Digital Agenda and Innovation Agenda – what does this mean for FP8 and e-Infrastructures?
* Impact indicators are of interest to the EC. There are sessions at the e-concertation meeting today that could be useful.
* Next GridBriefings will come out in in February, May, August.
* Conclusion: supercomputing, eGovernance, Impact Indictors

**WP2**

* What are the next languages for translating GridCafe. Translation in Russian is next as well as the French version.
* Mandarin Chinese is spoken by the most people. India has a lot of readers, but in English. German is a possibility but there English is widely spoken. Portuguese, Italian. Hindi, Arabic are next in popularity after Chinese.
* Need to solve the problem of adding non Latin script in the database.
* ACTION CG to ask find out about a Chinese translation – approach Simon Lin and Francois Grey. Already have a version for the old GridCafe that they can work from
* New areas for GridCafe – cloud first, then volunteer computing after that, new areas every 6 months.
* APO circulated a document about future plans for the GridCafe. He suggests pulling out the common areas eg news, in debate and to use the metaphor of a City, with a GridCafe, a CloudLounge etc. This same metaphor could be used in the 3-D version.
* ACTION All to read APOs report on the GridCity and send comments / feedback about the overall concept.

**WP3**

* For the new iSGTW post at CERN, we interviewed five, four were worth pursuing – currently talking to CERN HR about how much the preferred candidates would cost to employ. Decision on a preferred candidate is expected within 2 weeks.
* Steven to join the iSGTW/TDS Board – there is an issue with communication between the e-ScienceTalk PMB and iSGTW Board. James Gillies will step down from the Board but remain on the preview list.
* ACTION Bob to send an email to the iSGTW Board to let them know that Steven will join the Board and the mailing lists.

**WP4**

* CG will invite input from the PMB about long distance travels for the team – already have invitations from ASGC for March 2011 and GISELA.
* ACTION CG to confirm with the EC how to submit Deliverables and Milestones

4. Status of Deliverables and Milestones

Covered in the PMs report.

5. Review of risk register

Not reviewed during the meeting due to time issues, comments to be sent to CG offline.

6. GridTalk Final Review Report

APOs paper goes a long way to meeting recommendation 1. But should be clear that is a dissemination portal NOT a portal to accessing the infrastructures themselves. The portal does not have to be the e-ScienceTalk website itself, it could be the GridTown.

The Digital Scientist website is expected to be smart phone friendly – this is in the technical specifications. All other webs should also be smart phone friendly. Beyond that, we could also consider writing apps, perhaps for TDS. We would need to bring in technical expertise to do this, perhaps from Xenomedia.

Working with GLOBAL and BELIEF is covered in the DoW.

Feedback from users to us – there are lots of mechanisms already in place for this eg comments, forums, etc

MoUs being worked on – one with eIRG, also with EGI-InSPIRE.

7. Project Issues

The prefinancing should be distributed as soon as possible.

CERN funding has been affected by exchange rate issues – funding for the new iSGTW post is being verified.

8. AOB

No other business

9. Date of next meeting

Phone: Jan 27th at 11am

Face-to-face: 11-15 April EGIUF2011 Vilnius