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| Meeting | PMB, Telcon |
| Editor | Catherine Gater |
| Meeting date | 17 January, 2012 |
| Attendees | EGI.eu: Steven Newhouse, Catherine GaterQMUL: Steve LloydAPO: Andre-Pierre OlivierCERN: Bob Jones |
| Apologies | Imperial: Dave Colling |
| Absent |  |
| Distribution | PMB members |
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1. Minutes of the last meeting

1. No corrections to the previous meeting minutes.

2. Actions from the last meeting

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| **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.**OPEN** |
| **20110127:4** | Request profile pages based on the SSO database from CESNET | Catherine Gater |   | People Bay to be discussed at project F2F meeting, 17 Jan, exact requirements to be sent to CESNET**OPEN** |
| **20110511:5** | Contact EUDAT and ESFRI cluster projects via PMB contacts | Catherine / PMB | Next PMB | Discussions with BioMedBridges and ENVRI. No response yet from CRISP. Signed with EUDAT and SHIWA. **OPEN** |
| 20111018:1 | Allocate checking the trademarking and copyright actions to a member of staff. | Bob Jones | Next PMB | Member of staff dealing with this left. Task will be reallocated.**OPEN** |
| 20111018:2 | Advertise the translated GridCafé sites to CHAIN, GISELA and SAGrid. | Catherine Gater | Next PMB | Advertising campaign planned for e-ScienceCity and translated sites. **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** |

**DISCUSSION**

**Digital Library**

Support for this by the BELIEF-II consortium will end at the end of May 2012. Board does not recommend taking over the library maintenance within e-ScienceTalk.

**ACTION**: CG will notify the EC and BJ will speak to Tim Smith at CERN regarding using OpenAIRE+ as an alternative (modification to **20110127:2)**

**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.

**MoUs**

SHIWA and EUDAT MoUs signed in November and December.

Discussions ongoing with BioMedBridges and ENVRI.

BJ has contacted Eileen Clucas for CRISP. Jacqui Hayes will attend the CRISP meeting at CERN on 17 February, and highlight the services we can offer to the ESFRI projects. CRISP is currently a federation of 11 independent institutions.

The CRISP annual event is on 27-28 April.

**New World Grid**

APO is continuing discussions with them regarding an MoU. They are keen to collaborate but without making the relationship too formal.

4. Report from PM (see slides at https://www.egi.eu/indico/conferenceDisplay.py?confId=779)

**DISCUSSION**

**WP1: e-ScienceBriefings**

* Opportunity raised at the review to use outside consultants via QMUL during the recruitment phase for Manisha’s post

**DECISION**

Wait until the outcome of the recruitment on Friday before exploring consultants or interns further.

* EUDAT meeting on 7-8 March is a project rather than open meeting, designed to bring onboard the second tier of users.

**ACTION**: CG to contact Damien to ask about the meeting and whether we could promote the outcomes.

**WP2: GridCafe**

**e-ScienceCity**

* There is a problem with having duplicate copies of the GridCafe content, as Google will only index the original.

**DISCUSSION**

Setting up a redirect to content in the new template from [www.gridcafe.org](http://www.gridcafe.org) would resolve this.

**GridCast**

* Propose to go to ‘new’ events attended by delegates that are new to e-science, or outside the usual e-Infrastructure community.
* This would help to increase subscriptions to iSGTW which have plateau-ed.
* EGI is already attending the EGU Annual Assembly, in April, which attracts large numbers of geoscientists; e-ScienceTalk materials can be sent to this

**DISCUSSION**

Propose to seek out the equivalent of EGU for other disciplines eg bioinformatics, medical community, volunteer computing community. ICRI could also be useful.

**ACTION**: CG to propose attendance at large community events outside the e-Infrastructure events.

**WP3: iSGTW**

* ToR not yet confirmed by the iSGTW Board, this is now blocking taking the discussions forward with Reagan Moore of RENCI and iRODS.
* Reagan has expressed interest in being a contributing member of the board, but the quality of the contributions should be confirmed.

**ACTION**: CG to confirm the approval of the ToR with the iSGTW Advisory Board and set up the next board meeting.

* Subscriptions have flattened out for iSGTW

**DISCUSSION**

The email text that people receive on subscribing should have more detail about what they have subscribed to.

All recent (and future) subscriptions should now be opt in however. Delegates will either have selected to receive the publication ie through registering at an EGI event, or by providing a business card.

Legislation in the Netherlands now much stricter on mass mailing and subscriptions.

Also if a number of people in an institution mark an email newsletter as ‘spam’ rather than unsubscribing, the email can be blocked to everyone at the institution.

**DECISION**

Board endorses the proposal made at the review to seek new subscriptions through media partnerships with events, for example by being included in the registration process, or links on event websites, such as for the citizen cyberscience community.

3. Status of Deliverables and Milestones

Covered in the PMs report.

4. Review of risk register

Risk register reviewed.

No further changes recommended but the following risks should be closely monitored:

R1 Recruitment difficulties – after the recruitment for Manisha’s post closes.

R13 Overlap with other projects – depending on what is funded after the EC call in November 2011.

5. Project Issues

Covered in the PMs report.

No additional issues raised.

7. First Periodic Review Report

* Review report and cover letter received on 19 December 2011.
* Recommendations in the area of metrics and sustainability
* Draft response letter including an initial response to the recommendations circulated to the Board and approved.
* Proposed amendments to the budget for Year 2 presented and approved by the PMB.

**DISCUSSION**

The recommendations regarding changing the metrics are not such a concern as these are covered by the changes in the metrics gathered each quarter and will be reported through the quarterly reports, and the next annual report.

Sustainability is the wider issue. E-ScienceTalk should position itself towards Horizon2020 and work towards community building and more generalized support for e-Infrastructures.

To move forward, we should:

* Identify the sustainable products eg e-ScienceCity, iSGTW
* Identify possible project partners for a further project
* Talk to the EC about requiring new projects to use our platforms and channels, as for OpenAIRE.
* Identify a suitable call eg Autumn 2012 for a 2-3 year project.

8. AOB

No further AOB

9. Date of Next Meeting

Next meeting: March 2012

SL at CERN in the week beginning 12 March

CG to create a Doodle poll for that week (Thursday or Friday an option)

**Summary Action List**

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| 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 | Open |
| 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 |
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