2018-10-01 Designing a Migration Path Meeting

Time/Place

- Time: 2:00pm Eastern Daylight Time US (UTC-4)
- Audio/Video conference link: https://duraspace.zoom.us/j/5769796461
  - Or iPhone one-tap :
    - US: +16699006833,,5769796461# or +16468769923,,5769796461#
  - Or Telephone:
    - Dial(for higher quality, dial a number based on your current location):
    - US: +1 669 900 6833 or +1 646 876 9923
  - Meeting ID: 576 979 6461
  - International numbers available: https://zoom.us/u/khgEx

Attendees

- Erin Tripp * note taker
- David Wilcox
- Andrew Woods
- Andy Weidner
- Este Pope
- Scott Prater
- Michael J. Giarlo

Absent

- Mark Jordan
- Sayeed Choudhury
- Timothy Shearer

Agenda/ Notes

1. Introductions roundtable - 1 minute each.
   a. Erin, DuraSpace. This is the first grant application I've written and worked on. Very excited.
   b. Andrew - there have been challenges and I'm hoping we will find some other reasons that are not so obvious that are preventing migrations/upgrades. Let's be candid. Looking forward to outcomes.
   c. Mike - Stanford u. Relationship to Fedora goes back to 2002 v0.9. Met Thorny. On and off relationship throughout career. We're not using it in next iteration of our repo. I like to dev solutions on top of Fedora.
   d. Este - Amherst college. Go back to 2002. Stepped away from repos but came back to Fedora and repos 2 years ago. Great experience to work with community. My eyes have been opened to small liberal arts college challenges for Fedora and Islandora.
   e. Scott - Madison - working here for 20 years. Involved in Fedora since 2005. Installed Fedora 2.2. Using 3.8.1. My interests - I always really liked the community most open and friendly. I want to be a part of that. Technically/professionally I like the architecture. There were some fundamental things Fedora got right. I want to see that continue.
   f. Andy - Houston - project manager for Bridge2Hyku grant for contentDM to Hyku migration path. Interested in Fedora for the last couple of years.
2. Overview of wiki space, project resources, and general timeline
   a. New Wiki space - Designing a Migration Path. Application assets will be added there shortly, e.g. Schedule of Completion, etc. ~~ACTION - Erin~~
   b. Phase 1: Task 2 is a literature review. Soliciting resources from the Advisory Board for this. ACTION - David - We'll add a page to the wiki where we can collect links. Some resources we will use include the Migration survey (2018) results and recent blog posts. Any information we should review to get a lay of the land will be helpful.
      i. Andrew - we have a lot of general migration resources in the community. Migration survey advice will be useful. Searching Code4Lib, DLib.
      ii. Scott - Digital preservation working group/ Big 10 academic alliances - there are some institutions using Fedora under the hood. There's chatter about not moving to Fedora 4. One of the issues they have is organizational. They (archivists) say sysadmin or developers are making the decisions. How can we unify the thinking? Personally I can follow up with them. ACTION - Scott for Phase 1: Task 4 (Subset Consultations) and Phase 2: Task 7 (administer survey) please reach out to these people.
   c. Phase 1: Task 3 (draft survey) the Beyond the Repo grant did a big primary research effort. Northwestern had a specialist to do this. I wonder if we could reach out to her. ACTION - Erin ask Evviva about that. Andrew will dig up the person's name.
   d. Phase 1: Task 4 (Subset Consultations - Interviews) I expect to speak to 5-6 people. Can be people on advisory board. This will help identify gaps in the survey - questions we didn't think to ask.
3. Set meeting schedule for phase one and discuss ongoing engagement
   a. Monthly meetings planning - 30-60 min. One in November. In-person meeting planned December 13.
   b. Create an email google group. ACTION - Erin
   c. If you know of a task or portion of the project you want to be involved in, please let Erin know ACTION - entire group.
   d. Milestone email (summary) updates (so we can all follow the project) - Do these monthly and by phase. Should we do these publically to the community? In a graphical way - e.g. schedule of completion, if this can be on the wiki (it will be - and black areas can be marked green as completed). This grant is all about moving the community forward. ACTION - Erin build that into the plan. Este - this project addresses a lot of issues on the Fedora strategic plan. We want to use regular communications to inform and bring value to current community initiatives and build support for possible spin off projects.

e. Scott - If there's a task that needs attention - and we can't do it - send out an explicit call for volunteers with tasks and outcomes. - Okay will do.
f. ACTION - Erin create doodle for November meeting.

Actions

- Add application documents to wiki space - Erin
- Solicit resources for the literature review - David
- Reach out to group of stakeholders in Digital preservation working group/ Big 10 academic alliances for Phase 1: Task 4 (Subset Consultations) and Phase 2: Task 7 (administer survey) - Scott
- Find name of survey expert at Northwestern and reach out for assistance- Andrew/Erin
- Create doodle and schedule Nov meeting - Erin
- Find venue for in-person, post CNI meeting - David/Andrew
- Create an email group for advisory board - Erin https://groups.google.com/forum/#!forum/imls-designing-a-migration-path
- If there's a specific part of the project you want to be engaged in, let us know! - ALL
- Create communications outline that includes advisory board, community and public summary updates (monthly?) - Erin/David/Andrew