

# 2019-08-12 Agenda and notes

## Date

12 Aug 2019

<https://ucsd.zoom.us/j/4327357423>

One tap mobile

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Meeting ID: 432 735 7423

Find your local number: <https://zoom.us/u/X8NrH>

## Attendees -

- [Sibyl Schaefer](#)
- [Tom Wrobel](#)
- [Jessica Hilt](#)
- [Andrew Diamond](#)
- [tamsin johnson](#)
- [Roselyn Metz](#)
- [Bill Branan](#)
- [Andrew Woods](#)
- [Michael Ritter](#)
- [Brendan Quinn](#)
- [David Minor](#)
- [Longshou Situ](#)
- [Erin Glass](#)
- [Tim Marconi](#)

## Regrets

- [Collin Brittle](#)

## Goals

## Discussion items

Time	Item	Who	Notes
1 min	Housekeeping and updates	<a href="#">Sibyl Schaefer</a>	Next in-person meeting: <ul style="list-style-type: none"><li>• Reminders:<ul style="list-style-type: none"><li>◦ Sept. 24 - 26</li><li>◦ Will be 2.5 days. Please do not schedule to leave before 12pm on the 26th if you are a Core Team member. The first half of the meeting will involve incorporating community feedback into specifications and working to finalize the drafts. The second half will be focused on the user interface design.</li><li>◦ Please contact Sibyl if you will miss any of the meeting time so catering can be accounted for.</li><li>◦ Susan has created trips for everyone traveling. Please let me know if you have not received an email with a trip number from her.</li></ul></li></ul>
1 min	Upcoming timeline	<a href="#">Sibyl Schaefer</a>	<b>Aug 1:</b> Specifications shared with Samvera and DDP communities <b>Aug and Sept Group meetings:</b> Continue review of specifications and evaluation against user stories <b>Sept 24 - 26:</b> In-person meeting

8 min	Community involvement	<a href="#">Jessica Hilt</a> <a href="#">Rosaly n Metz</a>	<ul style="list-style-type: none"> <li>Plan for drafted specifications: <ul style="list-style-type: none"> <li><a href="#">Announcement</a></li> <li>Comments due Sept. 6</li> <li><a href="#">Wed. Aug 14</a> - Email to samvera-community, samvera-partners, and samvera-tech. Post in Slack. Sibyl will send to DPcollab.</li> <li><a href="#">Mon. Aug 21</a> - Follow-up email and post to Slack for feedback.</li> <li><a href="#">Tues., Sept 3</a> - Final email and post to Slack for feedback.</li> </ul> </li> <li>Schedule a time to discuss tomorrow - 10am PST</li> </ul>
50 min	Review specs to see if they fulfill user stories	<a href="#">tamsin johnson</a> <a href="#">Bill Branan</a> <a href="#">Michael Ritter</a>	<ul style="list-style-type: none"> <li><a href="#">Working Specifications</a></li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>24 user stories, 3 meetings before in-person = 8 stories per meeting</li> <li>6.25 minutes per user story</li> <li><a href="#">Finalized list</a>, incorporating community feedback</li> </ul>
	Next meeting		Continue with the second set of user stories.

## Action items

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