Minutes: B2Share Nordic 1st steering group meeting

Time: Thursday, 2014-03-27 10:00-13
Place: Arlanda Airport, Radisson Blu SkyCity hotel
Present:
- Michaela Barth, Nordic e-Infrastructure Collaboration (NeIC) (chair)
- Andreas Jaunsen, UNINETT Sigma, Norway, present via Adobe Connect Pro connection
- Erwin Laure, Swedish National Infrastructure for Computing (SNIC), Sweden
- Dan Still, CSC-IT Center For Science, Finland
- Teemu Kemppainen, CSC-IT Center For Science, Finland (Project Manager, secretary)

Absent: -

Distribution list
The participants, partners

Welcome and Presence
Going round the table, the participants briefly presented themselves.
Michaela Barth: NeIC Generic area coordinator, situated at PDC in Stockholm.
Erwin Laure: Director of PDC, representing SNIC, PDC is EUDAT partner.
Dan Still: Development manager at CSC, background in supercomputing, responsible of national storage of research data.
Teemu Kemppainen: Computer scientist, 7 years at CSC, Project manager, interested in international collaboration projects helping science
Andreas Jaunsen: Project Manager at natural storage infrastructure, also representing UNINETT Sigma at NeIC Provider Forum

Approval of Agenda
DECISION: The SG decided to move the formal approval of project directive and SGs formal approval to continue with the project to the end of the agenda.

DECISION: The meeting approved the following agenda:
Welcome and Presence
Approval of Agenda
Presentation of Collaboration Agreement
Presentation of Collaboration Agreement

Michaela Barth presented the latest version of the CA.

The SG noted that while we want to be as open as possible, in some projects there might be some deliverables that we cannot make public so an opt-out mechanism is needed for those.

The SG noted that in future documents, we might want to adopt EC regulations regarding IP rights.

Presentation of Project Directive

Teemu Kemppainen presented the Project Directive.

The SG discussed worktime reporting and concluded that worktime reporting within the project should not be introduced in order not to complicate this rather small project. Normal local worktime reporting regulations for staff employed as agreed in home organisations is still effective.

The SG discussed the cost of preparation work and noted that it should be checked if preparation work is considered as part of the project budget as the PPS template suggests. The SG strongly recommends that project setup preparation work is not funded by NeIC.

The SG put an AP on Teemu to suggest a process how community subcontracting process goes, who contacts who and who decides what, especially in the situation where there are more communities interested than we have resources for.

The SG noted that community work should be advertised again.

General discussion of the PPS Project Model Decision Points.

Presentation of Terms of Reference

Michaela Barth presented the SG's Terms of Reference.
Teemu Kemppainen presented the B2Share service and its newest metadata interfaces.

The SG discussed whether software will be produced during the project. The B2Share Nordic project deliverables consist of only documents and not software.

The Project Manager gave a presentation on project status and the situation with different communities and concluded that the project should be able to finish in time; the amount of communities that will be involved is still open.

Teemu Kemppainen presented the Project Plan draft. The SG discussed about positioning the service and how B2Share co-operates in national infrastructure. This should be clarified during the B2Share Nordic project.

The SG commented that the sustainability deliverable might be the most interesting one. The current promise given by CSC is that CSC has agreed to provide data for two years. Different levels of sustainability might be possible, e.g. not taking new data but preserving existing data.

Formatting feedback: Space too much for deliverable 4, date missing for deliverable 2 (should be same as 1). The SG decided that it wants to see first deliverables to have the possibility to comment (not for formal approval yet). The SG plans to decide on approval at the end of the project.

Other issues that should be addressed during the project include:

- Planning of support: even though providing support or maintenance is not within the scope of the NeIC project, successful service support experience is crucial for overall success. How maintainers can be contacted via service main screen, etc.

- How to keep communities engaged with the service

DECISION Project directive: approved (unanimously)

DECISION to continue with the project (unanimously).
Communication: Internal Dissemination and Outreach

Communication is essential, this is not the same as marketing. The thought on how to add value like with providing the possibility to have things permanently stored should be central, not the idea to sell. It was noted that the Steering Group should continue its good work in spreading the word about the project. The project has an email newsletter. The “Positioning-matrix” made in project could be used as a tool in outreach. The SG minutes will be put publicly online and linked to from within the newsletter.

Next meetings

DECISION: Next Face to Face meeting is held on September 4th, 2014 at 10-13 again at Arlanda airport.
DECISION: The SG will have an email meeting to approve the revised project plan.

AOB

Closing

Michaela closed the meeting at 12:58.