Mantid PMB Meeting  
Minutes of Meeting 1 (‘1’ reflecting this is 1st minutes taken for the board)  
30 November 2012, 1400-1500

Present: Robert McGreevy, Jon Taylor, Nick Draper, Nigel Chown, Toby Perring (Chair) and Anders Markvardsen (Secretary), Mark Hagen, Thomas Proffen, Galen Shipman

Apologies: Sean Langridge

# Matters arising from the minutes and actions

This is the first minutes taken at a Mantid PMB meeting.

# PM report to PMB

<https://github.com/mantidproject/documents/blob/master/Project%20Management/PMB/PM%20report%20to%20the%20PMB%2030%20November%202012.doc?raw=true> is the link to the PM report.

Updated stakeholder plan to make TP chair and risk register to reflect that the server used for hosting Mantid pages (Shadow, also serving 20-30 other web-sites) is replaced by dedicated server.

The releases since last PMB was summarised. The time between releases was discussed. It was agreed to stay with 3 month release intervals.

The available of SciPy and iPython on Redhat/Mac was raised. Work is in progress to handle this.

Currently SNS/ISIS staff estimate is 8+1/6 FTE. Hiring of staff is planned/takes place both at SNS/ISIS, see report.

**3. J-PARC request**

Suggestions were discussed for how to change the current two-way agreement. One option would be modify the current agreement to a 3 way agreement. It was mentioned that there would be some work involved in changing the SNS MOU. SNS suggested the alternative of using a foundation to form the basis for an agreement, which should have the benefit that less paperwork should be required for a facility to join or withdraw in the future.

**Action ND to look further into alternatives to a two-way agreement**

# Other Facilities

See PM report for summary.

ILL is waiting for a funding request.

David Mannicke is looking into using Mantid at ANSTO, and an ANSTO scientist is currently visiting SNS. A Model ANSTO may prefer is to use Gumtree for basic reduction and Mantid for more advance reduction.

**Action ND+AM to contact ESS/McStas staff to see if there is something we can help them with**

# Scientific steering meetings

There have been no scientific steering meetings for a while, partly because there are plenty of other discussions now happening and the project is less reactionary.

It was agreed to continue with joined steering meetings each focussed on a specific technique. The details of how each of these is run may vary.

**Action ND to arrange scientific steering meetings to take place following release**

# Scientific computing strategy

JT and MH presented the ISIS and SNS scientific computing strategy respectively. Commonalities between these strategies observed. We did not have time to available to discuss this in detail.

**Action ND+MH to look into arranging a meeting to continue discussions on commonalities between scientific strategies ISIS/SNS**

# AOB

None.

# Next Meeting

TBA.

# New and Ongoing Actions

|  |  |  |
| --- | --- | --- |
| 1.1 | To look further into alternatives to a two-way agreement | ND |
| 1.2 | To contact ESS/McStas staff to see if there is something we can help with | ND+AM |
| 1.3 | To arrange scientific steering meetings to take place following release | ND |
| 1.4 | To look into arranging a meeting to continue discussions on commonalities between scientific strategies ISIS/SNS | ND+MH |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Completed Actions

Completed actions will remain in this list for one meeting then will be removed.

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |