

**AI Governance Stage 1 - not met in any of our repos**

- Audrey found, for repos she checked, none listed meeting times/days, list of participants, some repos also didn't have a project description
- Lisa will give Audrey a list of participants (repo owners). Audrey will contact repo owners to tell them to get to stage 1. She will cc Dinesh on each email
- Audrey - will also double check that we don't have any repos that should be archived - e.g. Dec 2021

**Code of conduct & Complaint Process**

- Lisa would like us to have this written up and accessible
  - Lisa will get in touch with Marie Nordan to get an example that we can use
- Lisa has asked for volunteers to discuss how we will compose the review committee for the Code of conduct & complaint process. Helpers are as follows
  - Audrey Reznik
  - Erik Erlandson