* Recap of 7/3 meeting
  + 30-50ish attendees
  + Eleonora: lots of enthusiasm, clear scope of work compared to other WGs, felt achievable
  + Discussion of possibility of special issue or publications
  + Action: Need a filled example. Eleonora will complete a LIFE mission example for discussion with the WG next week
* Aki: We should also collect info about valuable investments in technology development
  + E.g., what tech or software is this particular mission maturing that has relevance to HWO?
* When to have the writeups due by?
  + Matt Bolcar et al. are developing technology roadmap by March-ish. Information from writeups could be used to inform that document
  + What would be most useful to the SWGs?
  + **Aim for Oct f2f, with an interim draft in ~end of August?**
  + Next steps after writeups submitted
    - Identify keywords from the writeups
      * Can do this activity with the draft writeups due end of August
* Have all the SWGs identified what their driving science cases are?
  + Possible splinter discussion at next f2f?
  + What are their ancillary science needs, and can they be answered with the other space-based missions?
  + Goal for SWGs who have a “kitchen-sink” approach to go through their main cases to see if they overlap with other missions
* Where do suborbital/balloons fall?
  + Aki suggests this should fall within the space-based group, given that much of it is funded by NASA and not NSF
* Action items summary
  + Eleonora to complete LIFE mission example writeup
  + Rob/Tiffany/Emma to report out to START/TAG on TBD 7/24
  + XXX to continue developing keywords database
  + All volunteers to begin working on their writeups
  + Rob/Tiffany to set next meeting with full community WG
    - Sometime early Aug?