2017/04/13:

Participants: Eric Loos, Aaron Hughes, Arnold Nipper, Job Snijders, Matt Griswold, Chris Caputo, Steve McManus

Agenda:

- Approval of notes of the previous meeting
- Quote from 20C for epic around adding lat/long and address validation
  - Some epics aren't small enough to fit into the maintenance contract, so they need extra budget (and thus approval)
    - PC to send budget requests to board for development that's out of scope for the 20C maintenance contract
  - If we had a product roadmap or some history, there could be an annual budget - right now we have neither.
    - PC should build a roadmap and present quarterly to the board
- Discuss role/function proposal
  - Seems good, but some folks didn't chime in because they are happy to fill whatever gaps we have.
  - Eric will assign people to roles based on their preferences or lack thereof
- Where do we put stuff / how do we publish things?
  - PC will draft things in google drive, then publish to docs.peeringdb.com once ready for a formal proposal
- PC should document workflows for how we plan to deal with:
  - Policy changes
  - Change requests
  - Bug reports
  - Sprint planning
  - Prioritization of backlog
- PC needs cross-committee communication and leadership
  - Eric Loos was volunteered by those present.
- Discussed workflow for prioritizing the backlog
  - Need to get it documented so it's clear to everyone
  - Need a facilitator to make sure everyone is putting in prioritization feedback into github
- Discussed how Admin Committee tickets get prioritized
  - Agreed AC should submit tickets to the same backlog as PC.
  - If there's a conflict for any reason, AC and PC argue it out.
  - 20C and AC will have a liaison on PC
- Decision on notes format
  - Steve will take raw notes and turn them into minutes and actions for next call
  - Minutes will be published on docs.peeringdb.com