FACTOM COMMUNITY

MEETING MINUTES

Factom Guides

MEETING #11

2018-06-30

V. 1.2

FEDERATION

VERSION	DATE	CHANGED BY	CHANGES
0.1	2018-04-07	Tor Hogne Paulsen	First draft for guide review.
1.0	2018-04-09	Tor Hogne Paulsen	Version for general use in the Factom community.
1.1	2018-04-12	Tor Hogne Paulsen	Added more fields for metadata.
1.2	2018-04-15	David Chapman	Updated, "Chairman" and, "Secretary" fields.

Note: This version control is for the Template, not the individual meeting minutes.

Date and time of meeting	
Date minutes drafted	
Date minutes approved	
Organization/Team	Factom Guides
Attendees	Factom inc (Brian Deery), Centis BV (Niels Klomp), DBGrow Inc (Julian), Canonical ledgers (Sam), The 42ND Factoid LTD (Tor)
Members not in attendance	
Other attendees	
Meeting Leader	Factom inc (Brian Deery)
Meeting Secretary	The 42nd Factoid LTD

Subject 0	- **Roll Call** - **Approval of minutes from previous meeting on (2018-06-24).**
Discussion	
Conclusion	Everyone is present. Meeting minutes (meeting #10) approved.
Follow up	

Subject 1	**Onboarding Report (Brian)**
Discussion	Rollout plan https://docs.google.com/document/d/1MI44ranu5gv6bdLyfwcj-m1KUgaARuUpzdXyg5rRtvk/edit Brian: Took a little bit longer than we would have liked, but this is the nature of new things in IT. But at this point, all three ANOs are successfully running as authority node operators at this point, and this goes on to talk about the next phase in the rollout plan.

V. 1.2

	From our earlier plan that we had, the next three are NX Capital, Reward-Chain and Canonical Ledgers. Those three are scheduled for week 30, the end of July. We will try to get some of the auditing stuff time done ahead of time, and if the ANOs are up to it and willing to start up the hardware ahead of time. Tor: Your vacation? Brian: I'll probably either split duties with other people at Factom Inc. that can have access to this, and I can do the audit process remotely, or we might just get it done earlier if that seems like a viable solution. Tor: I don't think the ANOs will mind. Sam: What day do you go on vacation? Brian: I fly out on the 13th and I'm back the 29th or so, but I will have internet and be available to help. Tor: Will you be able to debug and help out if we have any instabilities? Brian: I might be on a boat for some of that, but otherwise I will be available. Brian: Would be happy with comments and input from the floor (#Governance-chat). Alexandersupersloth: Will someone else be able to help restart the system? Brian: Yes. Ian will be able to help out, as well as Steven. Alexandersupersloth: Will Ian and Steven be hooked up to your alert system? Brian: That is the plan.
Conclusion	
Follow up	

Subject 2	ANO selection
Discussion	Brian: Niels you have any input? Niels: We have had some discussing about how we will grade the applicants without reaching a consensus, but I believe we will have to get a schedule together, and then make an announcement. We will have to get that out there so people know when to apply.

V. 1.2

	Julian: We have not agreed on a schedule yet, correct? Niels: Correct. Julian: That seems like a reasonable first step, we can do together today or tomorrow. Just get that schedule out there. Sam: Any guides who would like to be responsible for the selection process…? Tor: I'll do it. Sam: We need one guide to spearhead this and get it going. Tor: Yep. Alexandersupersloth: Do we have a clear definition of an infrastructure ANO yet? For instance efficiency levels and expected duties? Tor: No that will be part of a much bigger discussion
Conclusion	
Follow up	

Subject 3	**Alerting system**
Discussion	Sam: TFA released a monitoring bot that is quite good, that in general ANOs will find useful. So we will also be going to use that for our alerting system for the guides, because we will be able to set up emergency contact numbers in the BOTs configuration sheet, and tell it to make calls when necessary. I got it up and running but need to figure out how to get the SIP up and running. I set it up with an account but couldn't figure it out, so I will have to bug Stuart to get help on the configuration side. Brian: Fantastic. Tor: Do you have a timeline? Sam: By the next guide-meeting; at least the initial tests done by then.
Conclusion	
Follow up	

V. 1.2

FEDERATION

Subject 4	Input/questions from the floor?
Discussion	No input. As predicted, this was a short meeting (15 minutes). Anything else..? Meeting adjourned at 20:15 UTC.
Conclusion	
Follow up	

Subject 5	
Discussion	
Conclusion	
Follow up	

Subject 6	
Discussion	
Conclusion	
Follow up	

Subject 7	
Discussion	
Conclusion	
Follow up	

Subject 8	
Discussion	
Conclusion	

V. 1.2

Follow up	

Subject 9	
Discussion	
Conclusion	
Follow up	

Subject 10	
Discussion	
Conclusion	
Follow up	