FEDERATION

FACTOM COMMUNITY

MEETING MINUTES

Factom Guides

Meeting #31

2018-12-03

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Date and time of meeting	2018-12-03, 20:00 UTC
Date minutes drafted	2018-12-03
Date minutes approved	
Organization/Team	Factom Guides
Attendees	Factom inc (Brian Deery), Canonical ledgers (Sam), DBGrow Inc (Julian), Centis BV (Niels Klomp)
Members not in attendance	
Other attendees	
Meeting Leader	Factom, Inc. (Brian Deery)
Meeting Secretary	Canonical ledgers (Sam)

Subject 0	- **Roll Call** - **Approval of minutes from previous meeting on 2018-11-26**
Discussion	
Conclusion	Meeting minutes from last week approved. Four out of five Guides present.
Follow up	Sam will upload meeting minutes from last week to the community forum document management system.

Subject 1	**Rename the "Factom governance drive" to "Factom Community Drive" (Tor)**
Discussion	Prepared remark prior to the meeting (by Tor): "I suggest we rename the "Governance drive" to the "Factom Community Drive". It hosts a lot more documents than pure "governance" ones, and from a decentralization point of view it seems better. The name has not been approved/ratified earlier, so changing it would be an administrative handled by us guides".

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Conclusion	Factom Inc motions Canonical Ledgers seconds Factom Inc, Canonical Ledgers, DBGrow, Centis BV and The 42nd Factoid vote in favor. Motion passes.
Follow up	

Subject 2	**Timed Discussions - current ones (Sam)**
Discussion	* Expanding the Standing Parties * ANO Removal Ratification * ANO Expectations Ratification * Reorganization of Doc 000 * Guide Pay Review
Conclusion	
Follow up	

Subject 3	**Make "Onboarding status & upcoming code release" a standard agenda item**
Discussion	Prepared remark prior to the meeting (by Tor): "I suggest we make "ANO onboarding & upcoming code release" a standard agenda item for each guide meeting. As long as i can remember we have added these to the agenda manually, and I believe that it will continue to do so for the foreseeable future. If we add it as item #1 each time, it will also be easy to find after the fact if one is looking for that specific information. If there is nothing to report the item can just be skipped." Brian: I'm hesitant to formalize this. It's more informative than prescriptive, I believe. Different days will have different amounts. Today there is not a whole lot in the way of annoucnements, for example. So I'm against making standard agenda items for these two things. Julian: If you feel like it's not necessary I don't feel any particular need to. It's not hard to add them manually as necessary. Sam: I also agree.
Conclusion	

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Follow up	

Subject 4	**Onboarding ANOs Status (Brian)**
Discussion	Brian: The last ANO has reached out to me to start the second round of the onboarding process so it's exciting to be almost done. I don't currently have any timelines on that.
Conclusion	
Follow up	

Subject 5	**Upcoming releases (Brian)**
Discussion	Brian: We released 6.1.0. I consider it a success and I'd like to thank all the ANOs. Everyone but one updated on time and fortunately the network recovered from the consensus disagreement, as it should, but you never know so it's a good thing. The grants were start last Wednesday morning so should turn into matured FCT active on the network later this week. Due to the approx. one week delay. For the next release after that, Paul is working on the save state which still has a few little weird bugs. Progress is moving forward and the number of bugs is decreasing. While I don't have a timeline yet, it is getting closer. Sam: What's the release number of that one? Brian: 6.1.1
Conclusion	
Follow up	

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Subject 5	Follow up: tasks from last meeting / upcoming tasks

Discussion	///// START: Text from previous guide meeting minutes (follow up items in orange color) /////
	
	Sam:
	Last week:
	    ● **Finished up ANO process documents with Shuang**
	    ● **Facilitating and participated in timed discussions**
	
	This week:
	    ● **Draft up/finish changes to Guide process document**
	    ● **Finish ANO discussions and documents**
	    ● **Upload community documents**
	
	Tor:
	(Text from previous meeting begins)
	Update:
	Worked on governance with Sam, especially the Doc 000 document structure. Have made a template for it which I will post tomorrow. Implies a new document structure, renumbering etc.. Will also start ordering the documents for ratification and clean up the shared drive.
	(Text from previous meeting ends)
	Update prepared prior to meeting:
	I have spent quite a lot of time in the forums following and providing input in all the different timed discussions we have ongoing. I am happy with the progress on the documents up for ratification, and will work with Sam (I hope) to finalize the documents over the next few days prior to the ratification vote beings.
	I have also had some positive interactions with Shuang ("legal") in reference to the document structure, and will implement the new system as soon as the "timed discussion" is finalized (in two days).
	
	Niels:
	
	As my connection is so bad over here I will start typing my activities and todos. First as I mentioned on the Factomize forum, next few weeks I am quite busy with my new house, so my time is more limited. Will have time again in January. I have put the Factom Improvement Protocol in a repo and will push that this week so people can review and we can adjust where needed. I have also created a draft doc for the bug bounty and selective disclosure program. Will need a bit more work and should

certainly be able to find time for that this week so we can push this forward as well.

JULIAN:
- Reviewed Doc 001 (governance document); curated long list of notes and issues with the document
- Worked with legal to prepare trademark and foundation discussions and will release those in the next day or so

BRIAN:
(Text from previous meeting begins)
 Update:
 Last week: Updates with Julian and releases the grant code. All successes.
Next week: Continue finalizing the grant release. It is not fully done yet, and continue with the new releases of the new wallet with the exchange that requested upgrades, and the new.

Next week:
  Follow up to finalize Grants release process
  Continue on 6.1.1
  Continue on Wallet updates with identity and encryption
Finalize grant release: Two aspects; we still have three ANOs who have not updated yet, so I'm monitoring that and making sure that we get some communication there…. And also going through the full release process for the binaries and other things.. Release notes etc.
(Text from previous meeting ends)

Last Week:
  Successful deployment of 6.1.0
Continuation:
  Continue on 6.1.1
  Continue on Wallet updates with identity and encryption
  Contribute to 6x timed discussions

///// END: Text from previous guide meeting minutes /////

Conclusion	
Follow up (until next meeting)	

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Subject 6	Open floor
Discussion	
Conclusion	
Follow up	

Meeting adjourned at 20:27 UTC.