## Factom Authority Node Operators Virtual Meeting Agenda

May 2018



### Meeting Details

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| Date | 25 May 2018 |
| Time | 16:00 - 17:00 UTC |
| Location | Zoom Meeting: <https://zoom.us/j/598231337>, ID #: [598231337](https://zoom.us/j/598231337)  Or iPhone one-tap :  US: +19294362866,,598231337# or +16699006833,,598231337#  Or Telephone:  Dial(for higher quality, dial a number based on your current location):   US: +1 929 436 2866 or +1 669 900 6833   Meeting ID: 598 231 337  International numbers available:<https://zoom.us/u/XnrLVRgE> |
| Attendance | Attendance will be taken at the beginning of the meeting |
| Facilitator | Sam Vanderwaal (@archaeopteryx) |



### Agenda Items

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| Topic | Presenter | Type of Topic | Notes |
| Welcome and Brief Introductory Remarks | Sam V (@archaeopteryx) | Informational |  |
| Authority Node Summit | Sam V (@archaeopteryx) | Informational | Info on responses to proposed date and location. |
| Town Hall #2 Grant Solution | Matt O | Decision | Do we accept this proposal? |
| Node Operators’ Contact List | Dan G (@DanG) | Decision | Should the list be public? Proposal here: <https://docs.google.com/document/d/1P6MmbA1DUf5pnmTSGlnlXPuZ7lGVdVRhLyDD3N2jrv8> |
| Formation of Operator Committees | Xavier @Xavierwjc | Decision | Review the following discussion on committees and the current lists here: <https://goo.gl/5Gzmx1>. |
| Designation of Responsibility for Organizing Future Monthly Meetings | Sam V (@archaeopteryx) | Decision | Should be handled by a committee, subcommittee or an individual |
| Factom Software Version 5.1.0 | Brian Deery | Discussion |  |
| ANO Project Organization | Open Discussion | Discussion | How to coordinate projects to avoid redundant efforts and conflicts |
| Open Floor |  | Discussion | Request the floor for any topic you’d like to discuss. |

### Meeting Rules

The goal of having rules is to be efficient and organized and keep the meeting orderly. With more than ten participants a free for all will quickly become unwieldy. We will be following an abridged version of Robert’s Rules of Order, similar to the approach the Guides have been using in their meetings. After this meeting it will fall to the designated committee, subcommittee or individual responsible for organizing future meetings what rules to follow.

General Rules

* If you wish to speak, request recognition from the facilitator
  + To request the floor, use the Zoom “raise hand” icon located in the control panel
* All discussion must be relevant to the current topic
* Keep your comments and points concise and be considerate of everyone’s time

Motions

* Motions must be made (“I move to. . .”)
* Motions must be seconded (“I second the motion. . .”)
* Once a motion is seconded it is open for discussion
* Discussion is closed when:
  + Discussion has ended (no more speakers requesting recognition)
  + A 2/3 vote closes debate (“call the previous question” or “call the question”)
* Votes will be held on motions after a discussion is closed
  + Majority vote carries the motion

Logistics

* The meeting will take place on Zoom
  + You will be able to participate with a Zoom account or calling in by phone
  + Audio and video of the meeting will be recorded and publicly available after the meeting is over
  + Meeting minutes will be recorded and available after the meeting is over
  + Motions will be voted on through Zoom’s Poll feature
  + If you are unable to create a Zoom account and are participating via phone, message @archaeopteryx on Discord ahead of time and he will add you to a list of people to take audio votes from
  + Only one vote per ANO. If more than one member of your ANO is participating please designate your voting member ahead of time.