**August 2018**

**MEETING MINUTES**

**[Factom Authority Node Operators]**

**[MEETING #4]**

**[2018-08-30]**

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| **Date and time of meeting** | 2018-08-31 19:00 UTC |
| **Date minutes drafted** | 2018-08-31 |
| **Date minutes approved** | 2018-09-27 |
| **Organization/Team** | Authority Node Operators |
| **Attendees** | <https://docs.google.com/spreadsheets/d/14J9slha-hAWCaMGgcsxK9Nz6uvSKuk3LkaG-sBBfa7k/edit?usp=sharing> |
| **Voting Platform** | <https://factomize.com/forums/factom/ano-polls/> |
| **Meeting Leader** | Xavier Chen (LayerTech) |
| **Meeting Secretary** | Jason Chen (LayerTech) |

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| **Subject 0** | * ANOs fill out the attendance themselves before the start of the meeting * **Xavier** starts the meeting and recording * Rollcall |

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| **Subject 1** | Approval of previous ANO meeting minutes |
| **Discussion** | Any suggestions or changes to last ANO meeting minutes?  <https://drive.google.com/open?id=1A2JlclT6-7vA0FniRKzzJPjFqaSmYiofzoM6iBIeRW0> |
| **Conclusion** | No corrections or updates. Approved. |

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| **Subject 2** | Monthly Committee Reports. **Poll #1 - “Approve Committee Updates?”** |
| **Discussion** | **ANO Contributions Working Group:**  **[Go-Immutable] Matt:** Legal chime in on what we can and can’t do on how we can structure tracking of contribution, pledges and general involvement with community. Such as removal process to remove ANO. Nine people involved and Guides had ANO selection so we take a break on this. We will restart discussions on Monday. We will be posting factomize thread to provide updates.  **Core, Technical, and Code Deployment Committee:**  <https://drive.google.com/file/d/15P87PJEKKl-rxw34i6cd9V2xWujFt07e/view?usp=sharing>  **[BIF] Niels:** We been investigating together with Factom Inc. to get engage with outside developers. There’s currently a legal issue and Brian is working that out with an attorney. We hope to get some feedback soon. We also have been investigating some stability issues and make sure everything tested fully and it’s been working out nicely. We made some small changes to incident management procedures. It has not been ratified yet due to Guides working their ass off on the elections. This is one of the first things to do at the end of this week/beginning next week. We also have ongoing discussions on releases/versions and how they are managed. Rest in the report.  **Developer Relations Committee:**  **[LayerTech] Xavier:** I’m the only one on this committee working on hackathon issue. No updates since last month. As far as I know Factom Inc. is the only one organizing hackathons with one happening sometime in September in Chicago. From last month’s update - once this one gets wrapped up Factom Inc. will share cost of organizing hackathons, manpower, and such to the rest of the ANOs so we can host in other cities.  **[Factom Inc.] Paul:** There is the possibility of hackathon occurring at Texas Bitcoin conference. We are not sure what the status is. Currently it’s not funded and minimum it will take 10k-15k a reasonable price. The cost of the venue will be in place and cost isn’t that much to do, but there’s no person or group that’s driving it.  **[Factom Inc.] Jay Smith:** We would like to have ANO convention in conjunction with Texas Bitcoin Conference and talk about how community would like to handle this.  **[LayerTech] Xavier:** There’s agenda item later to discuss this. I wanted to point out that the Developer Relations Committee was formed to do work beyond hackathons. I joined because of my interest to organize hackathons in Chicago and other cities, but no one has volunteer to join yet. If there are no interest - we might need to dissolve this or organize it specifically for hackathon. We created this for 2 months now and I’m still only one on here.  **Documentation Committee:**  **[BlockRock Mining] Siverpro -** We started creating a couple of guide videos. We are trying to determine our role in all this since there exist enough technical documentation for APIs and stuff. What we are doing is creating guide materials for other ANOs. We started producing videos and do the community think there are use for these videos? Any suggestions on other video series, such as, outlining doc 001 - how to get started?  **Exchange Committee:**  <https://drive.google.com/file/d/1i1fhnQczAMbc58xZcOxs2X4GuXD0geng/view?usp=sharing>  **[CL] Sam:** We hit a roadblock this month in trying determine how to properly endorse the committee. We are a decentralized group of entities and most exchanges would only like to interact with coin dev team or a central party. We had an approach that the community didn’t like, which was understandable. But we all brainstormed and came up with alternative methods. We now have endorsement thread on factomize and Factom Inc. will link on their website. We also have exchanges@factomprotocol.org email. With these pieces we believe we can proceed reaching out again. We did get response from small exchange and they are interested to add Factom to their integration list. Factom Inc. also resolved the Poloniex wallet issue, which is fantastic. We have some follow up with other small exchanges interested in adding Factom. Some require small listing fees and we will determine if it’s worth it. Goals for this month will be outreach to exchanges and determine which exchanges to pay listing fees. We also would like to integrate Multicoin Capital to exchange committee as they have ties to that community.  **[Multicoin] Miles** - We are definitely excited to get onboard.  **[Factom Inc.] Brian:** Having poloniex live is fantastic. I’m very pleased that we succeeded on that front and that goal has been achieved.  **[Factom Inc.] Paul:** I had a great meeting with Bitmain yesterday and they have some connections with exchanges. We would like to introduce them to exchange committee members to gain introductions to other exchanges.  **[CL] Sam: Paul, I look forward to that. Brian,** I didn’t mean to diminish Poloniex resolution. Thank you.  **Governance and Legal Committee:**  **[DBGrow] Julian:** We need to back up and figure out what the purpose of this committee is. At this point most governance is done by guides and legal work done through the legal grant. Work on the legal grant some can be made public and some cannot. On the legal grant, the payouts happened and completing onboarding with first round of law firms and starting work. It has been quite a bit of process catching these law firms up with Factom. They have to read through governance documents and other work. I have created update thread on factomize thread. Moving forward we will need better way for guides and legal grant members to work together. I am working to make that process more coordinated.  **Marketing Committee:**  **[Factomize] David:** Our 3 co-chairs recently all stepped down, so right now the marketing committee is dead in the water. I look forward to some solutions being found so we can make some headway.  **[HashnStore Matty/Matthias]:** What is happening with the marketing initiative?  **[DBGrow] Julian:** There will be a section where we discuss this.  **Strategy Committee:**  *No Updates* |
| **Conclusion** | Motion passes - **Poll #1 - Approve Committee/Working Group Updates?** |
| **Follow up** | Make sure to submit monthly committee update prior to next ANO meeting. |

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| **Subject 3** | **Annual Summit Update** |
| **Discussion** | **[Factom Inc.] Jay Smith:** We are planning on having the summit on Oct. 27th and 28th in Austin Texas in conjunction with Texas Bitcoin Conference. Purpose is to get a physical forum for the ANOs to get together and build something more than virtual community. Also an educational forum and ideas to get factom out to other cryptocurrency communities. Right now the Factom ANO will be running as a thread of factom events in the Bitcoin Conference. Some will be only to ANOs and some will be open to the public. What I need from community is speakers and topics that ANOs would like to present out to broader world. Any ANOs interested in presently what they are doing as speaker slots or panels please reach out to me. We will be starting to put together the agenda pretty rapidly.  **[LayerTech] Jason:** Have we reach out to ANOs to gauge interest on attending in person? Last meeting the conclusion was to send out a doodle to see which ANOs are showing up.  **[Factom Inc.] Jay Smith:** We have not done that. I have some interest but not complete. We will send out a survey.   **[CL ]Sam:** We need to move quickly to confirm plans so we can book flight tickets. The closer we get to date, the more expensive the flights and hotels will be. We talked about getting this finalized a few weeks ago.  **[Factom Inc.] Paul:** The conference dates and time are set now and have been for a long time, 27th and 28th. We will be doing something on this timeframe, but not sure how much participation we are going to get and that’s why we need to do a doodle.  **[LayerTech] Xavier:** Last meeting we talked about doing the summit on Saturday and Sunday or do it on a seperate date. Sounds like you guys have decided to do it at the same time as the Bitcoin Conference. Does this mean that the ANOs will have to pay for the conference fees? That’s pretty substantial on top of flight and hotel. How would that work logistically?  **[Factom Inc.] Jay Smith:** Let us come back to it. We have some internal discussions to figure it out.  **[Go Immutable] Matt:** Jay, you mentioned opportunities to speak on panels - is that info publicly available?  **[Factom Inc.] Jay Smith:** Yes, some are public, but we can set up some to be internal only to ANO community. I recommend doing some public to use it as reachout opportunity to the rest of the world.  **[Go Immutable] Matt:** Where would the panels take place?  **[Factom Inc.] Jay Smith:** They will be take place in the Convention center in Austin.  **[Go Immutable] Matt:** I wanted to make sure people wouldn’t need to travel to different location. The ANOs discuss having break out sessions to talk to people who are more sales oriented ANOs like Go Immutable and training sessions for technical people. Is everything getting squish in to one day?  **[Factom Inc.] Jay Smith:** This is a two day conference.  **[Factom Inc.] Paul:** Keep in mind that as Chairman of the conference I end up with a lot of the responsibilities as a whole. I will be participating on the Factom Inc side when I can.  **[Factomize] David:** I just created a ANO only poll on factomize. You can select as many as you want and what I am trying to gauge is if you like to attend, may attend, or if you like a Friday only summit for ANOs only.  **[CL] Sam:** I am kind of confused because we had a discussion on if this was part of the Bitcoin Conference or a separate thing. In my mind it was not resolved in last month’s ANO meeting. Maybe I misunderstood, but I was expecting some discussion in the community and a resolution on this. I know Bitcoin Conference dates have been set for a long time, but wasn’t clear to me if there’s meeting before and after. That’s why I’ve been sitting around waiting to book tickets. I am sure you have been working hard to make this happen, but I do not think you been communicating clearly with the community. I am worried that if we keep pushing this forward, it will end up last minute for ANOs coming from Europe and we may not have majority of ANOs attend. I hope this doesn’t come across as too critical, but I think we need to engage more with community. If I’m the only one that didn’t understand - that’s fine.  **[Factom Inc.] Paul:** I am probably guilty as charged regarding communication. We did investigate other options and problem with not doing it in parallel with Bitcoin Conference is that there are many conflicts with other conferences. The expense of renting a separate venue increase the cost significantly. All of that pushed me to make executive decision that I probably should not of made by pushing people to do it inside the conference. We can have motion and take poll in this meeting and confirm that decision. At this point, it’s not too late to change our mind, but I don’t think we should go pass this meeting without a plan.  **[Factomize] David:** Thus the poll  **[CL] Sam:** I agree that we need a plan coming out of this meeting. Is there a cost associated with Texas Bitcoin Conference? Will that be waived for ANOs?  **[Factom Inc.] Paul:** When we look at attendees, they are $400 dollars a head. What we are really charging for seperate track and slice of the conference such is around 9k. We are not trying to make money off this. It’s about covering the cost. Like Jay said, we will go back and do some internal discussions and try to get back to you on that.  **[LayerTech] Xavier:** The summit will occur in late Oct which is about a month and a half away. If you can get quickly on the cost of attending the conference because it will factor in my decision on attending the summit. LayerTech plans to bring all core members to the summit and it will be a substantial cost if we need to pay $400 dollars a head.  **[Factom Inc.] Jay Smith:** We will have answer to that by end of this week.  **[LayerTech] Xavier:** Can we get an answer by end of today, if possible? The poll will be up and I am hesitant to vote until I understand the cost. Speaking for myself personally.  **[Factom Inc.] Paul:** I will speak with the organizer who is my wife. I will see what I can do. I’ll let Jay continue and I’ll make phone call right now.  **[Go Immutable] Greg:** Can we get a breakout of everything? If we need to be there Friday, Saturday, and Sunday. What the full logistics are. We just need to email or post on forum.  **[LayerTech] Xavier:** Please participate not only on poll but comments section. Let’s please come to a community consensus on this quickly so we’re not rushing to book flights and hotels. |
| **Conclusion** | ANOs to coordinate on this thread: <https://factomize.com/forums/threads/ano-summit-poll.719/> |

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| **Subject 4** | **Third Party M3 Audit Update** |
| **Discussion** | **[Factom Inc.] Brian:** This is slowly progressing. Michael Perklin who is the Chief Security Officer of Shapeshift has reached back out to the ANOs of Factom. He considers that he has got into contact with 7 ANOs and 4 that are not in contact with. He has given us 3 or so questions and 1 of the questions is more technical. At this point everyone has been so busy that we haven’t dig into answering the technical question in the format that he desires. Once the technical ANOs figure out how to give back data in a format that he likes, we will start pushing other ANOs do run the scripts to generate the data. The other aspect is that he wants to talk to people in their own time zones to make sure they are human. |
| **Conclusion** | Follow up with Michael Perklin on the technical question |

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| **Subject 5** | **Disagree + Commit** |
| **Discussion** | **[Go Immutable] Matt:** This is part of the marketing committee too. People know we had a huge website/central website and marketing push this month. Community discussed the initiative. Thread was open for 5-7 days. Poll Result: 16-0 vote. Yes, the poll was open for 24 hours but keep in mind that [16 affirmative votes] actually was more than ⅔ anos, and a vote was not even needed for team to lower their efficiency. We ran into issues where few people felt the participation rate should be higher and would probably hope we redo it during the actual discussion time of this. Things get toxic quickly and basically sunk? the marketing initiative. There need to be more than few ANOs to lower their? efficiency to be able to do what we wanted to do [the marketing initiatives]. Take an example from Intel model or Amazon. Use Amazon as an example - they have team of five. When a contentious topic comes up, they sit there and they battle it out. When the decision is made, everyone gets on board with that and nobody sits there and continues to fight. Don't tank the initiatives the broader community has once the decision is made. There are challenges with bureaucracy. We are a start-up but is moving like a government organization. We are not well capitalized in terms of bureaucracy. That’s exactly the opposite of what we want. We need to move quickly and take advantage of being a startup and can be nimble. Focus on be nibble. I’d like to open a poll on this to adapt and adopt the disagree + commit where we fully discuss and disagree before the poll closes and after the poll is done, everyone gets on board and supports the decision/initiative.  **[Factom Inc.] Paul** - I believe it is important for everyone to seek public consensus. We have the ability to talk in private. It’s important to be fast and nimble. I deeply appreciate everyone’s efforts and lifeblood they are pouring into this. I support all of you. I don’t agree with everyone, but I agree we need united front and have a good public presence for the decision we do make. As far as once decision is made, get on board - move forward and make correction in the future.  I like to inject something. I have hard stop soon. I did talk to Linda. She stated that everyone that speaks in a panel or presentation that is publicly available; the speaker or participant get a free ticket and 1 free ticket for someone else. Factom Inc. as platinum sponsor has a set of free tickets to lower expenses. We can get 15% off for all ANOs.  **[LayerTech] Xavier:** To stay on track, let’s talk more about that during the Open Floor.  **[CL] Sam:** I agree with that approach. Once community makes a decision, then move forward with that. One small caveat, we still need to discuss socially acceptable timelines for these decision. It should not be for too long or cut people out because it’s too short inadvertently. Let’s continue the discussion on factomize forum to come up with socially enforceable rule for how long a poll or discussion remain open.  [**LayerTech] Xavier:** A lot of these processes touches on what I envision the legal and governance should be working on in the beginning. When we first propose this, it was two separate committees and it was combined because how closely they work with each other. My rational to having it seperate is to track some of these issues like how long a vote and discussion to be open. I believe there is still a strong need for a group or individuals to come up with a decision on this. Otherwise we have these disagreements on if we have enough time or if vote is legit. Throwing that out there for some additional work for community to work on. |
| **Conclusion** | Continue discussion on factomize forum  <https://factomize.com/forums/threads/standardising-procedures-for-community-action.665/> |

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| **Subject 6** | **Education Workshop** |
| **Discussion** | **[Go Immutable] Matt:** I believe it would be valuable to treat the summit as a social event. We can learn from each other and break out sessions to get to know each other better. The panels are a great opportunities as well for the workshop if we end up going that route. |
| **Conclusion** | Continue discussion on factomize forum <https://factomize.com/forums/threads/ano-summit-poll.719/> |

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| **Subject 7** | **Guide Pay Review** |
| **Discussion** | **[LayerTech] Xavier:** Alex from Factoshi originally brought this up, but he’s not able to make today’s meeting. Ben will discuss this on his behalf.  **[BIM] Ben:** There’s a guide pay September renewal thread on the Factomize forum. There are 35 posts already. We want to get as many people’s input as possible to reach a consensus. We want everyone having an opinion on the forum as soon as possible because it’s due in September. |
| **Conclusion** | Continue discussion on factomize forum  <https://factomize.com/forums/threads/guide-pay-september-2018-renewal.692/> |

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| **Subject 8** | **Neutral Information Website & Marketing Initiative Update** |
| **Discussion** | **[DBGrow] Julian:** DBGrow moving with our half of the proposal. We set up an update thread on factomize. We will update as we go along. We are able to source about $5000 dollars a month for this. The developers we are talking to cost far more than that, maybe that amount per week. We are going to do our best to have something by the Bitcoin conference and ANO summit. I like to get people to get involved, please submit feedback on factomize thread. This will be website for entire community and we need community engagement. We also provided email address to the exchange committee members as Sam mentioned. [Exchanges@factomprotocol.org](mailto:Exchanges@factomprotocol.org). We will be setting up a landing page for exchanges to see on the website so they do not get lead to nothing and bring legitimacy to the committee. You will see a lot of updates on the factomize forum thread in the coming days.  **[Factomize] David:** I like to commend you for the work that your doing. It takes a lot of gut to do the work after everything that has transpire. I think it is absolutely pivotal to move forward with the neutral information website. Thank you for all you’re doing. |
| **Conclusion** | Updates will be posted here  <https://factomize.com/forums/threads/marketing-website-initiative.670/#post-3938> |

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| **Subject 9** | **Open floor** |
| **Discussion** | **[LayerTech] Xavier:** Floor is open for all discussion. Paul if you’re still here we can continue the discussion about the Summit.  **[Factom Inc.] Paul:** I have about 1 min. Very fast let me know if you have any feedback on that. I appreciate the applause.  **[BlockRock Mining] Siverpro:** Onboarding status? We selected 6 new ANOs and first round isn’t completed yet.  **[Factom Inc.] Brian:** New ANOs happening in parallel and it’s more of a long term planning to give them ability to setup businesses, legal, and server setup. The 6 new ones selected will not come online until a month or so, two months for half of them. The 4 ANOs from the first round is scheduled for the end of this month. We are pending on the audits and it’s on my to do list. I appreciate your feedback on discord.  **[LayerTech] Jason:** I like to bring up a sensitive topic kind of related to the marketing and natural website. I think Dan G from Matter of Fact brought up a good point where he doesn’t want an ANO or select few ANOs to have too much power. This is one of the reasons why we’re not stepping up as well. We are running the ANO meetings, involved in legal, and other initiatives. If there are not enough people stepping up to lead some of the initiatives, we need to figure out how to improve engagement. I feel like nobody is stepping up and people like Matt and Julian are stepping up simply because we have a lack of. We have ANO committees we select for marketing for example and I feel like those marketing ANOs are not performing. The marketing service from the proposal should be part of the marketing ANOs. We need to have more involvement of people stepping up instead of select few ANOs stepping up.  **[Federated Reserve & Prestige IT] Mark:** Where can we learn more about this marketing committee? We’re not onboarded yet, but we like to help on that front.  **[Factomize] David:** I’ll connect with you.  **[LayerTech] Jason:** This brings up a good point about the onboarding process of not just the technical onboarding. When new ANOs get selected where do we direct them to? We have weekly guide meetings, monthly ANO meetings, some forms we need to fill out on server and member locations. We need a central place to hand them the administrative logistics to stay up to date. Like here’s how you can get involved in a committee, here’s the procedures on how to add agenda on ANO meeting, ...etc.  **[CL] Sam:** That’s a good point Jason. I’m not sure if this will fit on neutral website having list of resources. I don't want to put more work on Julian, but that’s my thought. Other members from the community can help curate the contents, but that might be a good place to host it. |

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| **Subject 10** | **Announcements** |
| **Discussion** | **[LayerTech] Xavier:** Alex from Factoshi created a website where ANOs can input members and their node locations to showcase how diverse we are as a community. I do not believe everyone has contributed. I believe it’s a really useful tool especially in term of showing potential clients the community they are dealing with. Once it’s fully populated we can incorporate it onto the neutral website that Julian’s team is building. Please contribute to website Sam just posted in the chat. <https://factoshi.io/auth_nodes>  **[Go Immutable] Matt:** The second largest IT credential Non-profit organisation, I believe in the world, CompTIA which have 60 million USD in revenue and license over 2 million people. Go Immutable was asked to sit on their blockchain advisory council and will help put together all their blockchain material to train potential developers and people on the business side as well. There are 5 companies on it. Two of the other ones are Microsoft and Dell. We are hoping to use this to amplify the message of Factom to developers and potential enterprise clients as well. We will keep everyone updated on how this progresses. If you have any questions or want to help at all, please feel free to reach out to me.  **[LayerTech] Xavier:** Motion to adjourn.  **[Factomize] David:** 2nd. |