## **November 2018 ANO Meeting Agenda**



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| Date | Thursday, November 28th 2018 |
| Time | 1900 UTC |
| Location | Topic: November ANO Meeting  Join Zoom Meeting  <https://zoom.us/j/258166187>  One tap mobile  +19294362866,,258166187# US  +16699006833,,258166187# US (San Jose)  Dial by your location  +1 929 436 2866 US  +1 669 900 6833 US (San Jose)  Meeting ID: 258 166 187  Find your local number: <https://zoom.us/u/acwoQ9iT1> |
| Attendance | <https://docs.google.com/spreadsheets/d/1H-fCaEc31vxkPeOenYBYviVCsnLFyqT0EHiHkRYfKWo/edit?usp=sharing> |
| Facilitator | Xavier (LayerTech) |
| Voting Platform | <https://factomize.com/forums/factom/ano-polls/> |



### **Agenda Items**

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| Topic | Notes |
| Roll Call | <https://docs.google.com/spreadsheets/d/1H-fCaEc31vxkPeOenYBYviVCsnLFyqT0EHiHkRYfKWo/edit?usp=sharing> |
| Approval of Previous Meeting Minutes | <https://drive.google.com/open?id=1Rl3Tpq923fFF36qNS594LN6-FHmUiUu1> |
| **Committee Reports** | |
| ANO Contributions Working Group | No Written Report |
| Core, Technical, and Code Deployment Committee | No Written Report |
| Documentation Committee | No Written Report |
| Exchange Committee | <https://docs.google.com/document/d/1l7bTkYitrsFIfm3qSAq1qTj6h05eIYDt4IyzsNwMRWg/edit#> |
| Governance and Legal Committee | No Written Report |
| Marketing Committee | <https://docs.google.com/document/d/1QIz3GuziIbCo9f1eG747C38t_LnaQobjRYpa-K_YK1w/edit?usp=sharing> |
| Strategy Committee | No Written Report |
| **Old Business From Previous Meeting** | |
| ANO Meeting Reorganization | Xavier Chen (LayerTech) |
| **New Business** | |
| ANO AMA | Ben Jeater (BIM) |
| Factom Roadmaps | Ben Jeater (BIM) |
| Guide Pay Review | Alex (Factoshi) |
| Future ANO Meetings | Xavier Chen (LayerTech) |
| **Open Floor** | |
| **Announcements** | |

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| Adjourn |

### **Objective of Robert’s Rule of Order**

The rules are there to have an efficient and organized meeting. With more than twenty 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. Remember that the purpose of Robert's Rule of Order is to move things along by majority consensus but ensure the minority gets heard. If you feel like that principal has been violated, speak up.

Cheat Sheet: <http://diphi.web.unc.edu/files/2012/02/MSG-ROBERTS_RULES_CHEAT_SHEET.pdf>

### **General Rules**

* If you wish to speak, request recognition from the Chair
  + To request the floor, speak up. If someone already has the floor, please type on the Zoom chat to make your request. This way timestamp can be used to determine who goes next.
  + All discussion must be relevant to the current topic
  + Keep your comments and points concise and be considerate of everyone’s time
* Only ANOs are allow to speak and vote during the meeting. If non-ANO member wants to participate, need to given the floor by an ANO.
* 5 minutes time limit for each item on the agenda. Once 5 minutes is up, the Chair will ask for motion to end discussion and request action. If no one offers a motion, discussion will continue for another 5 minutes.
* To expedite voting process, the Chair encourages the use of following rules:
  + Unanimous Consent: "If there is no objection…" move on unless someone objects
  + Chair will default to voice vote on minor matters. Members can always object and request a formal vote before or after the voice vote

### **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 Factomize Poll Thread