**FACTOM**

**COMMUNITY**

**MEETING MINUTES**

**Factom Guides**

**Meeting #19-**29

**201**9**-**07-15

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| **Date and time of meeting** | 2019-07-15, 20:00 UTC |
| **Date minutes drafted** | 2019-07-15 |
| **Date minutes approved** | 2019-07-22 |
| **Organization/Team** | Factom Guides |
| **Attendees** | Factom Inc (Brian Deery), Centis BV (Niels), DBGrow (Nic), Trgg3r LLC (Nolan), |
| **Members not in attendance** | The 42nd Factoid AS (Tor) |
| **Other attendees** |  |
| **Meeting Leader** | Trgg3r LLC |
| **Meeting Secretary** | DBGrow (Nic R) |

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| **Subject 0** | * **Roll Call -- All in attendance, minus Tor** * Approval of minutes from previous meeting on 2019-07-08 -- Not approved, Centis BV needs time to review and approve |
| **Discussion** |  |
| **Conclusion** |  |
| **Follow up** |  |

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| **Subject 1** | Announcements/Reminders/Process timeline |
| **Discussion** | * Current ongoing processes: * [Process to ratify nonprofit bylaws](https://factomize.com/forums/threads/vote-to-ratify-nonprofit-bylaws.2068/#post-16420) is complete.   + Waiting on insurance quotes for Directors. Once that’s complete, we can proceed. We will standby -- waiting for LRWG input. Waiting on LRWG input for details on progress here. * Working group/committee Restructure -- Draft to the Guides is nearly done. Guides will first review internally. Putting together some of the process and executions here; determining roles and responsibilities of a Chairman. * Doc 107 Approved unanimously. Being incorporated in governance drive and Factomize, as well. * [Process discussion / document ratification timeline:](https://docs.google.com/spreadsheets/d/15QMJrxErMetSgpzwQUKQ_OjmccqfTNvuImdOLjruvlc/edit?usp=sharing)     Niels -- Are we going to continue making the timeline?   Nolan -- CRWG, we are a week behind on the CRWG process. The Grant round is starting up in two weeks; we are prioritizing ASAP.  Brian -- Grants will be dominating that portion of the timeline (in 2 weeks). |
| **Conclusion** |  |
| **Follow up** |  |

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| Subject 2 | Network Update (Brian) |
| Discussion | Things are going well. Big shout out to testnet crew for rolling out and taking the lead on getting the Parchment release candidate up and running on the community testnet nodes there. It was an interesting bug was found over the weekend; thanks to luap for his tool -- the chukkablack tool? For finding a long and short blocks based on the timestamps; turned out to be a server timestamp issue, and so this also caused us to go and look at other mainnet nodes, and there were a couple that can use a little TLC. And, the Parchment release is moving forward.  The Xuan release (luap thanks for the name); there are several planned updates and bug fixes that have been found in the Parchment release already. One of which happens if you start up the Factom node with a 1 in 1000 chance, and there’s some other messages, but getting reports from David Chapman that not all the nodes on the testnet have updated. We will leave that to the testnet Admins for the upgrade. Brian will let them (testnet admins) work on that. Niels will also work with the testnet admin and core committee on that right now. The Parchment release also includes half a dozen updates from community developers, so it is nice to get these out and in the codebase. Has some performance improvements, as well. |
| Conclusion |  |
| Follow up |  |

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| Subject 3 | ANO Onboarding (Brian) |
| Discussion | <https://docs.google.com/document/d/1UL1-8EG7-k6wKJN9DNYaShk9-ZWYxAW1IUHCPHv-4to/edit>  Factable Solutions and Hashquark have passed audit and are onboarded. Waiting on Consensus Networks  Brian: Record still stands that not a single ANO has fully passed the audit when coming onboard. ConsensusNetworks has yet to come onboard. Record remains unbroken. Factable and HashQuark last week went through the audit, and have passed after some fixing. Congrats to those two teams! Looking forward to ConsensusNetworks working out some contractor/technical problems to get them started with the onboarding process.  Niels -- Since nobody got onboard with one go, is there something off with our onboarding process? The process wasn't that hard in the past, so why did not one entity make it in one go?  Brian -- Lots of little steps easily missed in the documentation, one of which is the backcall network nodes to have special peers in the config file, and often times, the identities aren’t completely put in and well formed; people often will have one identity having one hundred percent Efficiency, even though they campaigned at 60% Efficiency.  Niels -- Instead of having Brian point out all the failures, it may make sense that we include the Documentation Committee to ensure a better process and direction in the onboarding part; which could take a load off of Brian, as well.  Brian -- Some of this is set-up internally as part of the onboarding mechanism. Some of it is documentation and some of it is an internal checklist.  Niels -- Yes, people follow the documentation and should have done all the steps, but it may be good to have a little checklist at the end, to ensure proper following of the onboarding process. Typically this works. Anything I can help you with stuff that tytpically fails in terms of the documentation committee?   Brian -- Maybe go through and create a checklist of the onboarding instructions would be useful.   Niels -- Yes, sure, can do that. |
| Conclusion | Checklist for onboarding instructions would be useful |
| Follow up | Create a checklist for onboarding instructions with documentation working group (Niels) |

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| Subject 4 | Indemnification Waiver Approval |
| Discussion | Indemnification clause up for approval:  *By submitting a grant proposal or participating in the grant proposal process, the submitter hereby agrees to release, waive, discharge the Guides, Authority Set Members, Standing Parties, and their respective employees, contractors, agents, representatives, successors, and assigns (collectively, the “Releasees”) from any and all liabilities, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from participating in the grant proposal process, except for those caused by the willful misconduct or intentional torts of the Releasees. The submitter further agrees to indemnify and hold harmless the Releasees against all liabilities, obligations, losses, damages, penalties, claims, actions, judgments, costs, or expenses which may be imposed on, asserted against or incurred by any Releasee as a result of, or arising out of, or relating to this grant process contemplated by this document, including without limitation, any judgment, settlement, attorneys’ fees and other costs or expenses incurred in connection with the defense of any actual or threatened action or proceeding, except for the liabilities caused by the willful misconduct or intentional torts of the Releasees.*    *The submitter warrants and represents that he or she has all necessary power and authority to represent all applicants contained in the grant proposal: (i) to submit the proposal and (ii) to agree to this Indemnification and Waiver.*    *Note: Please see the Factom governance document (Doc 001) for definitions of Guides, Authority Set Members, and Standing Parties. Grant proposals submitted in another format shall include this indemnification and waiver in its entirety.*  We have for the most part reviewed the new waiver in the Grant Automation Process. Everybody has had a chance to review. Niels sees no issue with it. Nolan agrees. Tor agrees. Motion by TriggerLLC, seconded by DBGrow to approve the indemnification clause. TriggerLLC says “I”; Factom Inc. says “I”, Centis BV says “I”, and DBGrow says “I”; 42nd Factoid says “I” in absentia. |
| Conclusion |  |
| Follow up |  |

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| Subject 5 | Automated Grant Round Question Approval |
| Discussion | <https://docs.google.com/document/d/1M65y0P_XYFTq1tr8IAAIIYlRYky2lGGOcrmprfMNdjE/edit>  The questions have some changes. All Guides have had a chance to review. Some changes have been made.  Brian -- This is something we can probably approve in the Guide-Workspace.  Nolan - We will table this, but we are working on a short timeline. We should hold a vote ASAP (next week at the latest).  Nic - Let’s vote if we can.  Nolan - We want to consider all changes, suggestions, we should be able to get that identified and possibly integrated by end of day; 24-48 hours. Action Item: We will hold ourselves to this schedule to ensure quickness of these questions to be approved. |
| Conclusion |  |
| Follow up |  |

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| **Subject** 6 | **Follow up: tasks from last meeting / upcoming tasks** |
| **Discussion** | Nic:  (Text from previous meeting begins)   * The Sponsor framework is currently merged into Doc 107 (Factom Grant Process). Doc 107 was approved. * The Committee Restructuring framework document is almost done). It is planned that after community/SP review, this framework will be incorporated as a part of our governance.   (Text from previous meeting ends  **To**r: Holiday  (Text from previous meeting begins)  (Text from previous meeting ends)  Next week:  Nolan**:**  (Text from previous meeting begins)   * Doc 107 Ratification -- Publishing changes to Factomize and Factom Community Drive-- has been published. * Alert System Bot -- Required some troubleshooting and updates   + Will schedule with new ANOs -- Shout out to Sam Vanderwaal to get the new ANO bots up and running. Its operational and running just fine, just a matter of operator-alerts syncing with new ANO’s. Nolan will be reaching out to the newly onboarded ANO’s in the next week.   (Text from previous meeting ends)   * Schedule tests with ANOs   Brian**:**  **(Text from previous meeting begins)**   * Continue onboarding audit of 2x ANOS * Parchment Testnet -- Will work towards progress here. * Committee restructure   **(Text from previous meeting ends)**   * Committee restructure * Release process of Parchment through Testnet * Grant Process Ramp-up   Niels:  (Text from previous meeting begins)   * Doc 107 - Niels reviewed * Niels worked and is working on the roadmap * Niels is working on a Medium post to share his vision for the Protocol. All techs we have now and are working on, how that should become one platform in Niels’ mind. * CRWG paper - Niels will review and suggest edits and discuss internally with other Guides.   (Text from previous meeting ends)   * Vision stories, next one planned for tomorrow (publishing), 2 more this week * 3rd article being worked on; he hopes to publish it tomorrow. Niels is finalizing a roadmap, at least a 1st version of it. He has that almost completed. He has the work of the Grants also included in there, so we have a full picture of it. He hopes to have that finalized today; working with maxlambda to bring it to the next level, re: how to present it, etc. * (Re)merge FIP & FIS -- The developers want one place for this. Media and additional documents in the FIP (we will solve this). * Finalize roadmap together with MaxLamba * Checklist for the ANO onboarding. * CRWG Review |
| **Conclusion** |  |
| **Follow up (until next meeting)** |  |
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| **Subject** 5 | Open Floor |
| **Discussion** | Nolan to Sam: Bot is working just fine; it’s just an issue with the Discord channel. |
| **Conclusion** |  |
| **Follow up** |  |

Meeting adjourned at 20:30 UTC. -- Motion by TriggerLLC; seconded by DBGrow. All present parties say Aye