

Notes from meeting held 3rd September, 2014

Introduction

- welcome to new members : ~10 (all from PH-UAT ; Atlas)
- mailing list : self-subscribe and posting issues are hopefully now fixed, apologies to those affected
- there was no meeting during the summer, proved too difficult to organise: apologies if this didn't meet your expectations
- reminder for newcomers: we had agreed to keep a cycle of holding this 1-hour meeting at this timeslot on a bi-weekly basis (resume now)
- apologies to/from people attending ACAT who are unable to participate

Discussion (see 2 slides on agenda and 2 notes posted to list before meeting)

The consensus from the first meeting was to take a bottom up approach to building the foundation (see meeting notes).

New members of the iFB are of course welcome to add their views.

There were 2 main conclusions from today's discussion:

1. to write down a mandate for the initial phase of building the HSF
2. as soon as possible, to identify people who can lead the initial phase of building a collaborative software foundation.

Concerning the **mandate**, the following tasks were mentioned as being important:

- prepare a synthesis of the documents received and propose a structure for the Foundation and its different components; this can then be implemented progressively on an as-needed basis.
- make an inventory of the common software we use now; classify what is critical and what is missing
- invite an initial set of actors (experiments and software projects) to join the foundation as "guinea pigs"
- prepare an initial set of Foundation services supporting collaboration on software development that should be provided with priority
- propose an infrastructure for disseminating information; this might include a review of what's currently in use

A slide with a list of potential **Foundation Services** was shown; it was suggested that the priority order should be

1. communication and infrastructure services (mail lists, web site, discussion forum, training etc)
2. support to software projects (formal recognition, promote interoperability and open standards, QA policies, launching new projects)
3. community related support (intellectual property, career, outreach)
4. infrastructure for development and distribution (repository, build test release tools)

Specific issues brought up in discussion included:

- what is the scope (covers large projects like G4, Root, and well as being an incubator for new projects)
- what are the goals (build common software, foster collaboration, identify common set of technologies and tools)
- needs to offer visibility to projects, better contact with users, software distribution mechanisms etc.
- move ahead quickly; identify leadership, identify projects that would like to be 'guinea pigs' and start ASAP

ACTION ITEMS

1. Everyone is invited to circulate their comments and suggestions for the mandate i.e. the set of tasks that need to be accomplished.

2. A priority is to build a leadership team, please discuss with colleagues and come with a list of candidates for discussion in coming meetings.

People are of course free to propose themselves.

It is understood that people proposed will eventually need to consult their management before committing themselves.

3. We need to start thinking about organising a second workshop, need a location and timeframe. Should be outside CERN, so offers to hold it are solicited.

Next Meeting Wednesday September 17th at 15:00 (Geneva time)

- priority will be given to discussion of leadership candidates
- location/timeframe of workshop also needs discussion