

December 14 2023 Steering Committee Minutes

Steering Committee Meeting December 14 2023 Agenda

Topics

Topic	Who	Minutes
Meeting Minutes Approval November 16 November 23 November 30 December 7	All	2.5
Eclipse Foundation Specification Process Presentation	Wayne	30
Operations Update	Sharon	2.5
Program Plan Update	All	2.5
Project Criteria / Association rules for Projects - Issue	Markus	10
Next Meeting	All	2.5
Follow up Action Items from Dec. 7th Meeting	All	5

Number of Seats 6 / Quorum is 50% of Committee / Passing a simple resolution is > 50%

Steering Committee Members:

- Patrick Hebant, Amadeus S.A.S
- Eric Canamas, Amadeus S.A.S
- Markus Spiekermann, Fraunhofer
- Boris Otto, Fraunhofer
- Sebastian Steinbuss, International Data Spaces Association
- Anil Turkmayali, International Data Spaces Association
- Lars Nagel, International Data Spaces Association
- Gerard van der Hoeven, iSHARE Foundation
- Rajiv Rajani, iShare Foundation
- Peter Koen, Microsoft
- Eric Samson, Microsoft
- Sven Löffler, T-Systems
- Christian Weiss, T-Systems

Eclipse Foundation

- Michael Plagge
- Thabang Mashologu
- Paul Buck
- Sharon Corbett
- Wayne Beaton

****Quorum Achieved ****

- Yes
- No (If not achieved, no business decisions can be taken only a discussion)

MINUTES

- **Minutes of Dec 7th Meeting** were approved. Motion put forward by Peter and Second by Markus. No Objections Resolved, the Minutes of the Dec. 7th Steering Committee Minutes are approved and can be prepared for circulation to the general mailing list.
- **Minutes of Nov 16, Nov 23 and Nov 30 remain outstanding** An electronic vote will be commenced ASAP to approve these minutes for dissemination.
- **Eclipse Foundation Specification Process Overview [Deck](#)** presented by Wayne Beaton, Director of Open Source Projects and Senior Evangelist/Advisor. The recording is [here](#).

Operations Update

- **Chair of the Committee** - the EF advises an interim chair. TBD. Chair and other Participant Rep Responsibilities can be seen here.
- **Landing Page** for the WG is now published

- **Chat Communication** - Discussion arose concerning not choosing Slack vs Matrix until the projects chose. For Microsoft and Fraunhofer they choose not having any chat service; but utilize the formal steering committee mailing list. The EF pointed out that having a general area to have quick chats about attendance and so on is optimal. Further it's an opportunity to engage with general community by way of an open channel. Require more primary reps to be on the call to discuss further.
- **Program Plan Update** - Not yet completed. Additional meeting(s) required to finalize Candidate Program Plan that requires Executive Director Approval before the Eclipse Foundation can return with a budget to support the WG based on available revenue.
- **Stand Ins for the Call Today** - We thank those who stepped in for the call today on short notice. The Strategic Members provide a primary and an alternate. It's incredibly important that those reps remain as constant as possible for continuity purposes. Proxy is available and should be utilized. Proxy is not alternate from your own org but giving the ability to another member to represent you when unavailable letting the proxy know how you vote. This works towards quorum and stops orgs from scrambling to provide a stand in. Any updates to an alternate should be sent to the SC Mailing List recognizing these folks may not be able to see Agenda/Minutes and Invite.

Meeting Adjourned