Eclipse Tangle EE Working Group Steering Committee Minutes
August 14, 2020

Attendees

Attendees Present

Navin Ramachandran, IOTA (Chair)

Philippe Calvez, ENGIE
Alex Westerhof, IOTA
Paul Buck, Eclipse Foundation
Sharon Corbett, Eclipse Foundation
Christoph Strnadl, Software AG

Attendees Absent

Thale Gartland, IOTA

Minutes

Approved Minutes

Resolved, the Steering Committee unanimously approved the July 31, 2020 meetings.

EBSI Call for Proposal - September (Action Item)

Call for tenders is expected to be published in September. As a result, Alex and Florian will work with Gael to organize and structure a response to the RFP. Alex will also gain feedback from the broader working group members to determine the extent members can contribute to the initiative and report back to the Steering Committee in order to determine next steps. End of Q4 is the intended award date.

Action: Alex to arrange a call with Florian and Gael.

Action: Alex to communicate to broader working group.

Eclipse Community Day - October 19, 2020, 17.15 - 18.00 CET - Round Table Topics

Sharon provided feedback on the logistics for the day;

- Attendance can be limited
- Choice of Zoom Call or Zoom Webinar
- Webinar (audience can be required to register ahead of time and you gain control over who can speak) (Webinar is preferred choice)
- Promotion will be done via EclipseCon website and EF Social Media. Working Group Website and members should intend to promote on social media as well. It will be important to ensure promotion on social media clearly calls out block chain, crypto currency, etc. in order to help educate what Tangle EE is.

Alex has been added to the Community Day email communications to facilitate vacation coverage and marketing communication, etc. Alex and Christoph will work together jointly to prepare for Community Day.

Released Schedule:

Community Day

90-minute Sessions

45-Minute Sessions

Time	Room 1	Room 2	Room 3	Room 4		Time	Room 5	Room 6
14:00 - 14:30	Keynote - Benjamin Jean							
14:30 - 16:00	Eclipse SDK Meetup for Committers and Contributors	Eclipse IoT Community Day	Meet the Automotive@ Eclipse Community	Eclipse Day School		14:30 - 15:15	GDPR	Cloud Native Java
						15:15 - 16:00	Industry 4.0 WG	
16:00 - 16:30	Break							
16:30 - 18:00	Open Source Rsearch Agora / University OSPO++	Eclipse Cloud Development Tools	Automotive@ Eclipse: News and Strategy	Reserved for overflow content		16:30 - 17:15	AI Round Table	Cloud Native Java
						17:15 - 18:00	Tangle EE Working Group	

Options were discussed for the Round Table agenda:

- Program Plan with Q&A
- Deep Dive into Tangle EE embedded software
- Status on Tangle EE Eclipse projects
- Highlight achievements
- Focus on membership attraction and technology enthusiasts (high level).

Program Plan

Example of Member Contributions

At the last meeting, the EF agreed to forward examples of member contributions to the Working Group. This was delayed due to the EF Office closure early August.

Action: Examples will be sent by Sharon ASAP

Content Finalization

The committee discussed and agreed upon requirements in order to finalize the program plan. Slide 12 of the Deck (Marketing Activities) was revised. By doing so, the Steering Committee is now able to determine the affordability of the budget and where member contributions will be required to meet objectives/deliverables.   It was agreed that project creations is an important area to focus on which will then enable outward marketing via social media (tweeting, blogging, etc.) in order to remain as attractive as possible to technologists by demonstrating tangible deliverables (real value) in order to increase membership.

Member Contributions CALL to ACTION

Based on the current budget the Steering Committee must work to define ways other members can contribute based on the program plan. Navin agreed to write up communication to invite members to contribute which he will share with the Steering Committee in order to set up a call to discuss this initiative.

The **Call To Action** works well if there is also an open Google doc where members can add their name for interest in follow on discussions. It should be noted in the communication the specific contributions that IOTA is making to the Working Group itself in terms of program management of the Tangle EE Eclipse projects as well as the Steering Committee.

It was agreed to have this ready for review by next meeting in order to hold a general member meeting with Call to Action shortly thereafter.

Action: Navin

Budget Finalization

The Steering Committee seeks input from the Eclipse Foundation on how to create the budget based on the program plan. The Eclipse Foundation will provide feedback.

Next Steps
- Eclipse to provide budget numbers/feedback
- Steering Committee to review and finalize the program plan and budget at the next meeting and then take it to the general membership with a Call to Action for member contributions.

Action: EF and Steering Committee

Meeting Adjourned.