

## MetaArchive NDIP Project Meeting

Friday, 2/03/06

### Meeting Overview:

This meeting is devoted to understanding where we are now and planning next steps. We will review the results of the analysis on cooperative models conducted, and reach consensus on the key elements of the Cooperative agreement. Additional meeting agenda items will include reviewing the results of the subsequent content harvests, as well as any early results from preservation network tests.

### Meeting Outcomes:

1. Consensus on the cooperative agreement and additional documents that we want to create (Charter for the Cooperative, for example).
2. Draft of the cooperative agreement (already done, essentially).
3. A timetable for next steps to further develop the cooperative agreement and what next steps we see for the project generally.

### Preparation for meeting:

- A. Review your current budget status, including how much you've spent to date, how much is remaining to be spent, how much you have already matched, and how much you still are supposed to contribute in matching funds (and how you will accomplish this).
- B. Review both the *Sustainability Working Group Interim Report* (dated 2005-11-30, sent out in December) as well as the Draft Cooperative Agreement (2005-11-18), posted at <http://www.metaarchive.org/metawiki> as well.

### People planning on attending:

<i>Auburn:</i>	Aaron Trehub, Beth Nicol
<i>GA Tech:</i>	Tyler Walters
<i>FSU:</i>	Robert McDonald
<i>Louisville:</i>	Delinda Buie
<i>VA Tech:</i>	Gail MacMillan
<i>LoC:</i>	Caroline Arms
<i>Emory:</i>	Martin Halbert, Katherine Skinner, and Kyle Fenton

**Agenda:**

***Note that all sessions will be in the Library Wilby Room on the ground floor of the [Georgia Tech Library]. Adjacent to the Library's west side parking lot, through the glass doors and to the left. Or, enter through the Library's main entrance and ask for assistance and directions at the service desk.***

<u>Times</u>	<u>Location and Tasks</u>
0845 AM – 0915 AM	Arrivals; light breakfast provided
0915 AM – 0945 AM	Review balance of NDIIP budget at each institution
0945 AM – 1015 AM	Harvest update (what's been harvested, what do we have left to harvest, what is the current status of the preservation network)
1015 AM – 1045 AM	Discuss status of MetaScholar Institute nonprofit, conversations on its relationship with the MetaArchive Cooperative
1045 AM – 1100 AM	Break
1100 AM – 1200 PM	Cooperative Agreement review and status (Part I)
1200 PM – 0130 PM	Lunch at the GA Tech Hotel and Conference Center, corner of 5 <sup>th</sup> and Spring St. (10 min. walk, or some of us can drive over as well, good weather and stamina provided)
0130 PM – 0200 PM	Cooperative Agreement review and status (Part II) <b>Outcome:</b> Consensus on future directions for the Cooperative and agreement on timeline for developing the final version of the Cooperative Agreement and other needed documents.
0200 PM – 0300 PM	Ideas for future proposals  <b>Outcome:</b> Conclude meeting with a list of next steps for future reference.