



**Global Lambda Integrated Facility  
Governance Working Group Meeting, 18 September 2007  
Carolinum, Prague, Czech Republic**

The following persons attended the meeting: Heather Boyles (Internet2), Jacqueline Brown (Pacific Northwest GogaPop), Maxine Brown (University of Illinois at Chicago), Natalia Bulashova (GLORIAD), Tom DeFanti (Calit2), David Foster (CERN), Jan Gruntorád (CESNET), Cees de Laat (University of Amsterdam), Joe Mambretti (Northwestern University), Kees Neggers (SURFnet), Karel Vietsch (TERENA Secretariat) and Eugene Yeh (TWAREN).

The meeting was chaired by Kees Neggers. The scribe was Karel Vietsch.

### **1. Opening and Welcome**

It was announced that Bob Patterson was working hard on the new GLIF maps. They were expected to be completed by November 2007. Before the maps were published there would be opportunities for GLIF participants to comment on the draft maps.

### **2. Approval of minutes**

The minutes of the previous meeting, which was held in Tokyo on 12 September 2006, were approved. The approved minutes are available at [www.glif.is/meetings/2006/gov/minutes.pdf](http://www.glif.is/meetings/2006/gov/minutes.pdf).

### **3. Secretariat report**

Karel Vietsch reported on the work of the GLIF secretariat in the period from January 2006 until June 2007. The secretariat functions for GLIF were provided by TERENA staff.

The GLIF website was expanded with a section on Applications. More information was added to the website, which was updated regularly. Various mailing lists were maintained. Approvals of subscription requests and unsubscriptions were handled within hours.

The GLIF secretariat had organised the annual GLIF workshops and other meetings, in particular WG-Tech and WG-CP meetings in Albuquerque in February 2006, the working group meetings at the 6<sup>th</sup> Annual LambdaGrid Workshop in Tokyo in September 2006, meetings of WG-Tech and WG-CP in Minneapolis in February 2007, and the 7<sup>th</sup> Annual LambdaGrid Workshop in Prague in September 2007. For each of the working groups the secretariat provided a qualified secretary. They organised the meetings and produced minutes and action lists, which were published on the GLIF website. They also had the task to monitor progress and to remind people about action items.

GLIF resources were being identified and a repository of GOLEs and lambdas was maintained on the GLIF webpages, including contact information, interfaces and connectivity diagrams. Frequent GOLE teleconferences were organised.

The GLIF secretariat had published press releases on the annual GLIF workshop and on major developments in GLIF. A small, glossy GLIF brochure had been produced under the title "GLIF: Linking the World with Light". In the WG-GOV meeting last year, Maxine Brown had suggested to produce a second, application-focused GLIF brochure (with testimonials from researchers). That brochure had not been produced yet, and Karel Vietsch would like to discuss its content and timing in this meeting.

Turning to finances, Karel Vietsch showed the approved budget for 2006 and the actual expenditure in that year. The bottom line in the budget was a total expenditure of € 91,700, including a contribution of € 37,500 from TERENA to cover indirect expenses. Actual expenses had been € 90,110 in total, including € 29,980 indirect expenses covered by TERENA. Total income (including the TERENA contribution) had been € 98,813. The surplus of € 8,703 had been used to cover initial expenses in 2007. The buffer at the end of 2006 (the surplus from 2005 and from 2006) had been € 35,992.

The budget for 2007, which had been approved in the previous meeting of this working group, showed planned direct costs of € 47,000 plus a contribution of € 30,000 from TERENA to cover indirect costs. Collection of contributions from GLIF sponsors for the year 2007 had started some months ago. Up to now, € 64,190 had been committed (excluding the TERENA contribution), and it was not expected that there would be many more commitments.

Various meeting participants voiced criticism about the last-minute changes in the programme of the LambdaGrid Workshop in Prague. Even on the spot workshop attendees were confronted with conflicting information about the programme, and this was the cause of much confusion. Karel Vietsch emphasised that none of this was the fault of the local organisers, CESNET. Only a few hours before the start of the workshop it had been discovered that the chairs and secretaries of WG-Tech and WG-CP had changed the agreed overall programme of the workshop without informing CESNET and the other Working Groups chairs and secretary about this. As a consequence, the printed material showed the programme that had been agreed by all parties involved, while the secretary of WG-Tech was making last-minute changes to the website, making the programme available there deviate from the agreed one. WG-GOV expressed its strong dissatisfaction with this course of events and urged Karel Vietsch to maintain a tighter control over his colleagues in the GLIF secretariat to avoid anything like this happening again.

Meeting participants also voiced criticism about the lack of information on the demonstrations at the LambdaGrid Workshop in Prague. Karel Vietsch reported that after a site visit in May, CESNET and the GLIF secretariat had agreed not to have demonstrations at the workshop, because it would be extremely difficult to provide the necessary facilities in the centuries-old building. The GLIF secretariat had therefore consistently informed prospective demonstrators that demonstrations would not be possible. However, after urgent requests from prospective demonstrators, CESNET had changed the initial decision and with an enormous effort had made it possible to have a number of interesting and technically extremely demanding demonstrations at the site after all. The call for demonstrations from CESNET had led to some confusion with people who had been told earlier that demonstrations would not be possible, but this had been straightened out well before the event. However, at the event CESNET and the GLIF secretariat were surprised by announcements by various parties of demonstrations, even at different locations, that neither CESNET nor the GLIF secretariat had known about beforehand. As a consequence, demonstrations were overlapping and conflicting demands were made on participants' time. The meeting urged the GLIF secretariat to make sure that any demonstrations at future LambdaGrid Workshops were announced well in advance, and that surprise demonstrations conflicting with other parts of the programme would not be tolerated.

The meeting expressed a positive opinion about the contents and look of the GLIF brochure. However, Maxine Brown complained that the brochure had been published while she was collecting more illustrations for the publication. Karel Vietsch explained that after the GLIF brochure had been finalised, someone in the TERENA Secretariat (not a person working for the GLIF secretariat) had sent an email to Maxine Brown which had made her believe that the GLIF secretariat was looking for more pictures. Because of a technical breakdown of email between the University of Illinois and the TERENA Secretariat, it had taken some time before the misunderstanding had been noticed. However, the work that Maxine Brown had put in had not been in vain, because the additional illustrations that she had collected would be used in the new Applications section of the GLIF website (see [www.glif.is/apps/](http://www.glif.is/apps/)). Karel Vietsch thought that some of those illustrations could also be used for the second, application-focused GLIF brochure that had been proposed last year.

Maxine Brown said that she would like to postpone or perhaps even cancel that second brochure. In any case, that second brochure should be produced only if and when WG-RAP would initiate it.

#### 4. Structure of Working Groups

The meeting unanimously agreed that the current structure of four Working Groups produced no problems and that it should be maintained.

Karel Vietsch reported that the chairs of WG-Tech and WG-CP had been too busy to deliver the work they had committed themselves to and to contribute to the preparations of the Working Group meetings. This had put a large burden on the Working Group secretaries, who felt a duty to prepare meetings adequately but were unsure to which extent they could take over the work of Working Group chairs when those were not responding.

#### 5. Secretariat activities in 2007-2008: items for discussion

As chairman of WG-GOV, Kees Neggens emphasised that despite the strong criticism expressed under agenda item 3 of this meeting, overall everybody was happy with the performance of the TERENA Secretariat in providing the GLIF secretariat functions.

Coming back to the last issue discussed under agenda item 3, the meeting concluded that a second, application-focused brochure should not be produced, and that in the next year the current brochure should not be reprinted. It was felt that the website was more important for advertising GLIF.

Maxine Brown said that she would need some more Web support for the Applications section of the GLIF website. Karel Vietsch answered that that could be provided by the secretariat.

It was remarked that on the GLIF home page there should be a clear link to a "What is GLIF?" description.

It was noted that a number of different kinds of meetings had been arranged by different people in Prague on the days before and after the LambdaGrid Workshop. Clearly, people wanted to use the opportunity of so many people from different continents being together to discuss all sorts of related or unrelated matters in separate meetings. It was suggested that the hosts of future Workshops might facilitate this by recommending suitable meeting venues that people might book and perhaps even liaising between the organisers and those venues. In any case, the GLIF secretariat should mention in its announcements of future LambdaGrid Workshops that those planning to organise side meetings before or after the event were urged to inform the GLIF secretariat about their plans. The secretariat might then be helpful in avoiding clashes.

There was some discussion on the question whether or not GLIF should make more publicity to attract more participants to the annual LambdaGrid Workshops. In the end, the conclusion was that it should not: participation was already high and care should be taken that the Workshops would not become conferences.

#### 6. Budget for GLIF secretariat 2008

In view of the decision not to produce a second brochure and not to reprint the first brochure in the next year, Karel Vietsch revised his budget proposal on the spot. It now read as follows:

	Budget 2008	
	man-months	€
Website and mailing lists	2.0	12,000
Secretariat of GLIF working groups	3.5	33,000
Organisation of annual GLIF workshop	0.9	8,000
Public relations and outreach	0.5	3,000
Overheads / indirect costs		36,000
<b>Total</b>	<b>6.9</b>	<b>92,000</b>

Total expenditure was therefore expected to be only about 1% higher in 2008 than the budget for 2006, but 19.5% higher than the budget for 2007. The budget for 2008 was approved unanimously.

**7. 8<sup>th</sup> Annual Global LambdaGrid Workshop, Seattle**

Jacqueline Brown showed a preview of the announcement of next year's Workshop, which she would present in the closing plenary session of the 7<sup>th</sup> Global LambdaGrid Workshop. The venue next year would be the Bell Harbor conference centre in Seattle (see <http://bellharbor.com/>). All Workshop sessions would be there, and side meetings and demonstrations could be either at the conference centre or at the campus of the University of Washington: this needed to be investigated further.

**8. Any Other Business**

Cees de Laat asked if sponsorship for the GLIF secretariat should be in fixed classes with corresponding fixed contributions. The meeting agreed unanimously that such a scheme should not be set up, and that the funding should continue to be collected on the basis of voluntary contributions from GLIF participants, with each sponsor having complete freedom to decide about the size of its contribution.