



**Global Lambda Integrated Facility  
Governance Working Group Meeting, 28 October 2009  
Daejeon Conference Center, Daejeon, South Korea**

The following persons attended the meeting: Eric Boyd (Internet2), Natalia Bulashova (RIPN), Jan Gruntorád (CESNET), Joe Mambretti (iCAIR, Northwestern University), Kees Neggers (SURFnet), Shimji Shimojo (NICT), Karel Vietsch (TERENA Secretariat) and Eugene Yeh (NCHC).

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

**1. Opening and Welcome**

**2. Approval of minutes**

The minutes of the previous meeting, which was held in Seattle on 2 October 2008, were approved. The approved minutes are available at [www.glif.is/meetings/2008/gov/minutes.pdf](http://www.glif.is/meetings/2008/gov/minutes.pdf).

**3. Update on GLIF secretariat**

Karel Vietsch reported on the work of the GLIF secretariat in the period from January 2008 until June 2009. The secretariat functions for GLIF were provided by TERENA staff.

The website was being updated regularly, and more information had been added to the website. New maps had been put on-line in May 2008. In the summer of 2009, a redesign of the website had taken place.

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 the WG-Tech and WG-CP meetings in Honolulu in January 2008, the 8<sup>th</sup> Annual LambdaGrid Workshop in Seattle in October 2008, meetings of WG-Tech and task forces in Catania in March 2009, and the 9<sup>th</sup> Annual LambdaGrid Workshop in Daejeon in October 2009.

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. The composition of the secretariat team had not changed in the reporting period; the team consisted of Kevin Meynell, Péter Szegedi and Karel Vietsch.

The GLIF secretariat had published press releases on the annual GLIF workshop and on major developments in GLIF. Copies of the small, glossy GLIF brochure had ran out in 2008.

Turning to finances, Karel Vietsch showed the approved budget for 2008 and the actual expenditure in that year. The bottom line in the budget was a total expenditure of € 92,000, including a contribution of € 36,000 from TERENA to cover indirect expenses. Actual expenses had been € 57,576 in total, including € 22,601 indirect expenses covered by TERENA. Total income (including the TERENA contribution) had been € 92,187. The surplus of € 34,611 had been used to cover initial expenses in 2009. The buffer at the end of 2008 (the surplus from 2005, 2006, 2007 and 2008) had been € 81,196.

The budget for 2009, which had been approved in the previous meeting of this working group, showed planned direct costs of € 51,500 plus a contribution of € 31,500 from TERENA to cover indirect costs. Collection of contributions from GLIF sponsors for the year 2009 had started some months ago. Up to now, € 58,290 had been committed (excluding the TERENA contribution), and it was not expected that there would be many more commitments.

Joe Mambretti remarked that he had not realised that the cost of phone conferences of task forces could be covered from the GLIF secretariat budget, and he wondered if task force leaders knew about this.

Joe Mambretti felt that it would be good to devote some thinking to the publishing of GLIF information. Much information, for example, on the GLIF website, is highly technical. It would be good to think about the audience that GLIF wants to reach and about the message that it wants to get across. That would not only involve highly technical information but also information about applications and organisation.

Natalia Bulashova thought it would be good to have on the website a very visible section under a title like "What is new" to direct the reader to new developments and information. Another idea might be to put a news leaflet in pdf form up on the website a few times per year, which would not only contain the latest developments but also some background information for those readers who were not familiar with GLIF.

Jan Gruntorád mentioned that he had been considering proposing to replace the GLIF domain name glif.is by glif.org or glif.net, but both those domain names were already taken.

Natalia Bulashova remarked that she liked the result of the redesign of the website that had been carried out in the summer of 2009.

#### 4. Budget for GLIF secretariat 2010

Karel Vietsch presented a budget proposal as follows:

|                                      | <b>Budget 2010</b> |               |
|--------------------------------------|--------------------|---------------|
|                                      | man-months         | €             |
| Website and mailing lists            | 1.0                | 7,500         |
| Secretariat of GLIF working groups   | 1.5                | 19,000        |
| Organisation of annual GLIF workshop | 1.5                | 13,000        |
| Public relations and outreach        | 1.1                | 15,000        |
| Overheads / indirect costs           |                    | 26,500        |
| <b>Total</b>                         | <b>5.1</b>         | <b>81,000</b> |

He remarked that the TERENA General Assembly in its meeting in Bucharest on 22-23 October 2009 had decided that starting from 2010 TERENA would no longer cover the indirect cost. This meant that the full costs would henceforth need to be covered from the contributions by the GLIF Sponsors. However, for the time being that would not necessitate an increase of the sponsor contributions, because of the substantial buffer that had been built up in the past years (see agenda item 3).

Karel Vietsch further mentioned that it was proposed to produce in 2010 a new edition of the small, glossy GLIF brochure. As mentioned before, copies had run out some time ago, and it was awkward not to have anything in print that could be handed out to people interested in GLIF. This plan explained the relatively high budget line for "Public relations and outreach".

Jan Gruntorád supported the plan for a new edition of the brochure. He felt that the brochure should not be big (twelve pages might be enough) and that the content should not be too technical.

Various meeting participants emphasised that Maxine Brown should be consulted on the production of the brochure.

Joe Mambretti mentioned that thought should be given to a possible GLIF presence at Supercomputing. The options and prices should be investigated. A relatively easy thing would be to have GLIF panes that GLIF Participants could put in their booth at Supercomputing to show their support for GLIF and encourage visitors' interest in GLIF. He realised that this year's Supercomputing would take place very soon (Portland OR, 14-20 November 2009), so it might be too late to arrange something for this year. Eric Boyd said that Internet2 would be willing to help out and see if the idea of velvet GLIF panes could still be implemented for the Portland event.

Taking the above remarks into account, the budget was approved unanimously.

The point was raised if there would be a benefit in drafting five-year financial plans rather than only one-year GLIF secretariat budgets. This led to a discussion about the question how long one expected GLIF to continue in its current form, and meeting participants were uncertain about the answer to that question.

#### **5. 10<sup>th</sup> Annual Global LambdaGrid Workshop, Geneva**

Because no one from CERN was present, Karel Vietsch showed a preview of the announcement of next year's Workshop, which he would present in the closing plenary session of the 9<sup>th</sup> Global LambdaGrid Workshop. Next year the event would be hosted by CERN at its campus near Geneva. The dates would be 13-14 October 2010.

#### **6. Any Other Business**

Eric Boyd mentioned that the winter meeting of the GLIF WG-Tech working group was sometimes hosted at the Internet2 Joint Techs, and sometimes not. For Internet2 it would be nice if this could be planned a few years ahead.