**OFA XWG Meeting Minutes**

**August 11, 2016**

**11am Mountain**

1. Roll Call:

Board Members:

Broadcom / Eddie Wai

Cray/Paul Grun

Intel / Jim Pappas

Jump Trading / Christoph Lameter

LANL / Susan Coulter

NetApp / David Dale

Oak Ridge / Scott Atchley

Sandia / Chris Beggio

Also present:

 OFA / Jim Ryan

 Intel / Woody Woodruff

 Mellanox / Bill Lee

1. Modifications to minutes
	* Three comments on minutes from 7/14 content to separate bullet
	* Minutes approval by board only
2. Approval of minutes
	* XWG meeting on 7/14
		+ Cray moves to accept with modifications
		+ LANL seconds
		+ Minutes approved
	* XWG meeting on 8/4
		+ Cray moves to accept
		+ LANL seconds
		+ Minutes approved
3. Old Business:
	* Dual License status – no updates until after 8/20
		+ Probably no updates until after NVMe conference
	* Bylaws
		+ Paul is prepared to present at board meetings
		+ No action from board required
		+ Separate bylaws team likely to be formed
	* Training materials
		+ Brief call 8/11/16, attended by Chris, Susan, and Jim
		+ Training materials free to two top tiers of membership
		+ Costs charged to non-member TBD with market analysis
		+ SFW may be a customer for training resale
		+ Customer use agreement to include not-for-resale clause
		+ Costs of creating training materials to be recouped by charges to non-members
		+ Formal notes forthcoming from Jim
	* Email lists
		+ We are now using OFA email reflectors, and have decommissioned LANL listserv lists
		+ OFABoard includes voting members
		+ OFABoardPlus includes non-voting board members
		+ OFABoardChairs are just chairs of the board
		+ OFA lists are moderated by chairs
		+ Additions to lists, including proxies, will be addressed in bylaws
4. New Business
	* InterOp re-design of charges / distros
		+ Conversation out of Doug Ledford / Red Hat and Suse becoming members
		+ We use Red Hat in the interop program today
		+ How do fees change as a result of additional costs due to inclusion of Linux vendors?
		+ To be taken up in IWG working group
		+ There is no description of proposed changes
		+ Today, customers are charged on a per-device basis
		+ We may consider charging Linux vendors based on gained competitive advantage
	* TAC charter – no Intel personnel, Diego only
		+ Intel is not going to offer anybody to co-chair TAC
		+ Diego is sole member and chair today
		+ This group should lead redesign of software image
		+ TAC has been challenged to maintain participation and productivity
		+ Board members should be encouraged to attend
		+ TAC has been chartered to be visionary body
		+ Charter changed to be consultancy to board
		+ Possible tasks for TAC include predicting needs due to exascale
		+ Solicit new members, including Parks Fields
		+ One charter to be visionary, the other to perform technical projects for board
		+ Consider opening membership of TAC to non-members and non-traditional members (chief scientists and academics)
		+ It is a valuable, but not critical to mission of OFA
	* Website revamp completion / Organizational Assessment
		+ Tweak to organizational page
			- Remove mention of TAC until TAC has full leadership and charter
			- Remove Windows working group
			- Since NVMe driver for Windows for NVMe group, no activity
			- Status may change after meeting between OFA and NVMe group
			- Susan will offer change suggestions via OFAPlus list
			- Bill Lee has lead this effort in the past and will get with Nerius (sp?) team
		+ Larger revamp – software portal
			- Left as a future exercise
			- Needs a full redesign
			- Form separate group to address content of software portal from OFVWG, OFIWG, and XWG members
			- There is a need to promote web site and calendar – Bill Lee will take this up with MWG
			- Form a review board from MWG before public marketing of web site and calendar
			- MWG not willing to take ownership for review and changes, only for marketing final product
			- Susan will send email asking for review and approval of calendar via OFABoard list to identify showstoppers to release
		+ Website revamp completion and Organizational Assessment are separate items
	* Working group chairs will be invited to attend and prepare report board meeting with one week’s notice

Meeting adjourned