

## **Standardised Trust, WG4 meeting memo**

**Date and time: 2018-06-06 at 15:00 – 16:30 CET**

**Venue: telco / webex**

### **Attending:**

**Harri Rantanen (memo author)**

**Søren Haugaard**

**Kirsi Larkiala**

**John Taylor**

**Jacob Katsman**

### **Apologies:**

**André Casterman**

### **Agenda and memorandum**

1. Agree on agenda
  - a. agreed
2. Introduction of the members
  - a. all three meeting participants introduced themselves
3. Agree on the way of working
  - a. frequency of the meetings
    - i. monthly meetings by default and then if needed we can have ad-hoc or more frequent meetings
  - b. meeting facilities
    - i. There is interest by members to offer the Telco & Webex on rolling basis
      1. we just need to test and try what tools by the members are working for all (bank members may have restrictions by the internet security policies)
      2. Skype can be tested as that seems to be some kind of obvious choice
  - c. documentation repository
    - i. OneDrive as a free of charge tool for the beginning
    - ii. Harri will store the meeting memo there and we will then test if that will be visible and accessible for all
    - iii. this item will be finally decided after all WGs' kick-off meetings
  - d. temporary facilitator (one person or rolling responsibility)
    - i. Harri will send an email on proposals for being a temporary chair for the group and deciding that finally on the next meeting
  - e. other practical items
    - i. physical meetings held in future as one option but that can be discussed later on after all WGs have started their practical work using this virtual meeting approach
    - ii. WhatsApp group to be created by Harri for instant messaging
    - iii. Harri will share the membership document to be agreed to be used in this purpose of community work

4. discussion on WG4 preliminary task list  
(<http://www.standardisedtrust.com/439149654>)

### WG#4: Liaisons - Group tasks

- a. Engagement with other existing TF improvement for a
- b. Map and evaluate relevant fora
  - Purpose and goals
  - Contacts and network
- c. marketing of our Standardised Trust community with White Paper based
  - Presentations
  - Articles
  - Virtual and / or physical events
  - Social media activity

- a. agreeing the way forward
    - i. focusing on the points a and b on the agenda first
      - 1. mapping the other fora, their ongoing projects and finding best possible way to link with them to avoid parallel work but make complementary work instead
    - ii. immediately inform of the community decisions and openly share the working group memos and documentation
  - b. goal setting of the first deliverables
    - i. each and every member will reach out into their personal networks and
      - 1. try to get more people involved (we are still very European heavy in committed members and would need other continent members to join)
      - 2. map the fora that are on place already and get basic information of those to the upcoming WG repository
5. next meeting and steps (all)
- a. 2018-07-05 Thursday at 15:00 – 16:30 CET
  - b. next steps listed as actions on the next page

### Actions

Task no	Task	Issue date	Due date	Status	Responsible
1	testing the OneDrive repository with the WG4 memo access	2018-06-06	2018-07-05	Open	All
2	Create a group specific WhatsApp group	2018-06-06	2018-07-05	Open	Harri / all
3	Start mapping the personal network for more members to our community and existing fora setups	2018-06-06	2018-07-05	Open	All