# 2019-04-09 Kickoff Meeting

- Karen Newbery
- Patty Wanninger
- Tod Olson
- Ann-Marie Breaux
- Anya Arnold
- Deb Lamb
- Ingolf Kuss
- Jackie Gottlieb
- Jenni Colt
- Jesse Koennecke
- José Alexander Soto
- Kelly Drake
- Kirstin Kenmer-Heek
- Lisa Sjögren
- Maike Osters
- Steven Bischof
- Theodor Tolstoy
- Thomas C. Wilson
- Peter Murray

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| :00  | Housekeeping | Karen | - Brief introductions.  
- If you miss a meeting, the recordings are available [here](#).  
- Our liaison to the Sys Ops & Mgt SIG and Data Migration Sub-group is Tod.  
Orientation/On-Boarding:  
- Follow the [on-boarding steps](#).  
- Become familiar with our [wiki](#).  
- Add your name to the [Other group members table](#) (if you will be attending regularly).  
- Provide details about your institutions implementation. |
| :10  | About the Group | Karen | Key concepts:  
- This is an open group–anyone can join.  
- We should allow any sub-groups to be formed–no judgement.  
- Important that we not duplicate efforts of other groups.  
What is the purpose of the group?  
- In general the consensus was the the group should have a higher-level, coordination role  
- It’s an opportunity to step back from any one domain and look at things broadly  
- There’s also a desire to build community and identify people who can be resources for implementation  
This group can help facilitate that by providing a venue to ask questions and identifying the right people to answer them  
People should be encouraged to share questions and challenges from the gap analysis and their own implementation activities |
| :20  | FOLIO Working Meeting | Karen | Should we plan a meeting Wednesday morning for face to face/Zoom? June 19  
- Yes, we will have the majority of group members in attendance, so we will plan to meet.  
Some possible goals/topics for the meeting include:  
- A round robin of updates from each implementer  
- Sharing experiences with installation, testing, mapping, etc.  
- Sharing experiences related to data clean up  
- Brainstorming ideas for areas that the group can help support  
- Identifying tools, documentation, or procedures we can develop  
- Identifying tools that can be reused across institutions  
- Following up on the feature prioritization/gap analysis  
- Setting up a pipeline from the SIGs to the Implementation Group |
| :40  | What should we tackle first? | Karen | How is the Feature Prioritization/Gap Analysis for 2019 work being done at your library?  
- Most people have one or more groups meeting regularly to discuss issues  
- Alabama, Chalmers, and 5 Colleges met in person with EBSCO to talk through the features and are pretty close to done  
- FLO had a kick-off meeting with Index Data to review requirements and are now working through the spreadsheet  
- Duke has hired three analysts who are currently working on a review  
There was a desire for this group to be involved in reviewing the results of the gap analysis and to put together a holistic view of our priorities as a community.  
Any shared that the EBSCO implementers are entering their feature rankings directly into JIRA and have a dashboard to monitor new features coming in:  
Chalmers dashboard [https://issues.folio.org/secure/Dashboard.jspa?selectPageId=10505](#)  
U of A dashboard [https://issues.folio.org/secure/Dashboard.jspa?selectPageId=10517](#)  
FC dashboard [https://issues.folio.org/secure/Dashboard.jspa?selectPageId=10516](#) |