

PWG Steering Committee

2007-03-08 Conference Call Minutes

1. Attendees

Lee Farrell (Canon), Ira McDonald (High North), Harry Lewis (IBM), Ron Bergman (Ricoh), Bill Wagner (TIC), Pete Zehler (Xerox)

Minute taker: Lee Farrell

2. Agenda

1. Accept previous Minutes
2. Review of Action Items
3. Projector & Display Management Charter—update/submission/voting
4. Projector & Display Management e-mail list
5. Separate SC e-mail list
6. April meeting and session plans
7. Semantic Model 2 -- Pete's survey for interest and support
8. How can we make the PWG more useful and compelling?
9. Should we change the "PWG" to the "MFDWG"?
10. Meeting in September with Open Printing Group -- status on venue
11. Maintaining the PWG Website
12. Reminder to use teleconference calendar

3. Accept Previous Minutes

Both the February Plenary and the previous Teleconference Minutes (Feb 16) were accepted.

4. Review of Action Items

Previous Action Items are completed, except the following items:

ACTION: Harry Lewis will investigate the Oasis/Sigmatel relationship.

ACTION: Ira will work with Till from the FSG to look into getting a college or university in Montreal to provide meeting space for the FSG group and the PWG as well as an alternative to a hotel venue.

ACTION: Ira will work with Rick Landau on preparing the PDM Charter to be submitted for Formal Approval by the PWG. This is targeted for completion by the end of the PDM ad-hoc meeting in March.

ACTION: Working Group chairs should examine the PWG web site content for their working group and define appropriate updates.

ACTION: Harry Lewis will get a list from ISTO and send a note to the delinquent members that have not paid for PWG membership that their company names will be removed from the website.

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ACTION: Jerry will initiate the Projector & Display Management e-mail list.

ACTION: Jerry will initiate a closed e-mail list for the Steering Committee.

ACTION: Jerry Thrasher will investigate the possibility of providing Wi-Ki space on the PWG server that would have a very restricted set of people that can update it.

5. Projector & Display Management Charter—Update/Submission/Voting

This action will require an updated Charter to be submitted. Ira and Rick will attempt to update the Charter prior to a face-to-face meeting being held by the Projector & Display Management group on March 20.

6. Projector & Display Management E-mail List

Jerry has requested that this list be set up within Lexmark, but it will take a week or so before they can act on it.

7. Separate SC E-mail List

Jerry has requested that this list be set up within Lexmark, but it will take a week or so before they can act on it.

8. April Meeting and Session Plans

Meetings for MIB Alerts (1 hour), IPP PSX (1 hour), WIMS (Counter MIB) (1 hour), WIMS-CIM (2 hours), Projector & Display Management (2 hours estimate, but should be confirmed with Rick Landau) and Semantic Model (4 hours) will be scheduled for the next face-to-face meeting in April.

ACTION: Harry will distribute a draft meeting schedule for acceptance and eventual posting on the PWG website.

9. Semantic Model 2 -- Pete's Survey for Interest and Support

A request for member statement response on interest and support has been issued. Pete has identified a deadline of March 21 for responses. He is also pursuing additional contacts to encourage possible participation in this effort.

10. How can we make the PWG more useful and compelling?

It was noted that the PWG “image” to the outside world needs to look better. More compelling projects are a critical element of achieving this, but the current state of the PWG website does not help our image at all. It conveys an out-of-date (if not moribund) organization.

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11. Should we change the "PWG" to the "MFDWG"?

The group somehow needs to convey the message that PWG is more than “just printing”. Changing the name of the organization could create some legal distractions—and this could be a significant headache. The timing of changing the organization name with the upcoming Officer election was viewed by some as “not good”.

There seemed to be general agreement that *something* should be done. One suggestion was to simply explain on the [updated] website that the PWG also covers MFDs and imaging-related technology.

12. Meeting in September with Open Printing Group – Status on Venue

Ira is still looking into identifying and coordinating a venue.

13. Maintaining the PWG Website

Rick Landau has established a test Wiki site for making the maintenance of PWG material a bit easier. He proposes that adopting this approach should simplify things by removing the obstacle of requiring a Webmaster to maintain WG information.

ACTION: Steering Committee members will experiment with the Wiki site and provide feedback on Rick’s proposal.
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NOTE: This proposal does *not* alleviate the need for an update to the current PWG website pages. The updated page(s) would need to point to the Wiki site for more dynamic information.

14. Using the PWG Teleconference Calendar

Instructions to modify the calendar:

1. go to <http://www.google.com/calendar/>
2. login as user (e-mail) “istopwg-at-gmail.com” (replace “-at-” with “@”), using the PWG ftp site access password
3. enter your appointment(s) and provide meeting description (e.g., agenda topics, etc.) by creating an event

NOTE: The PWG calendar assumes Eastern Time as its schedule base.

ONGOING ACTION: Working Group Chairs will update and maintain the PWG Teleconference Calendar to reflect their next planned teleconference(s).
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15. Next Call

Although today’s teleconference was “off-cycle” to previous calls, the group decided to continue with biweekly meetings from this point forward. The teleconference Calendar will be updated to reflect this decision.

Next teleconference: Thursday, March 22, 2007.