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› Attendees are reminded to adhere to the meeting agenda and not participate in activities prohibited under antitrust and competition laws.*

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* Examples of types of actions that are prohibited at Linux Foundation meetings and in connection with Linux Foundation activities are described in the Linux Foundation Antitrust Policy available at http://www.linuxfoundation.org/antitrust-policy.

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Agenda

1. Action Item Update – BLOG Updates and Approvals (10 min)
2. Whitepaper Task Force Discussion – Karen Hand (10 min)
3. Review and Alterations to Deliverable Templates and Guide (10 min)
4. AutoJoin and it's impact on our Website – Elisa Trevino (15 min)
5. Website Review team (5min)
6. Actions Item Updates (10 min)
7. Open Discussion (as time allows)

BLOG Updates

➤ Happy Holidays – ToIP Helps Santa with Tough Choices – posted Dec 15th

BLOGs Discussion and Approval

➤ GLEIF Public Review Launch – written by GLEIF reviewed by John, Drummond & SC
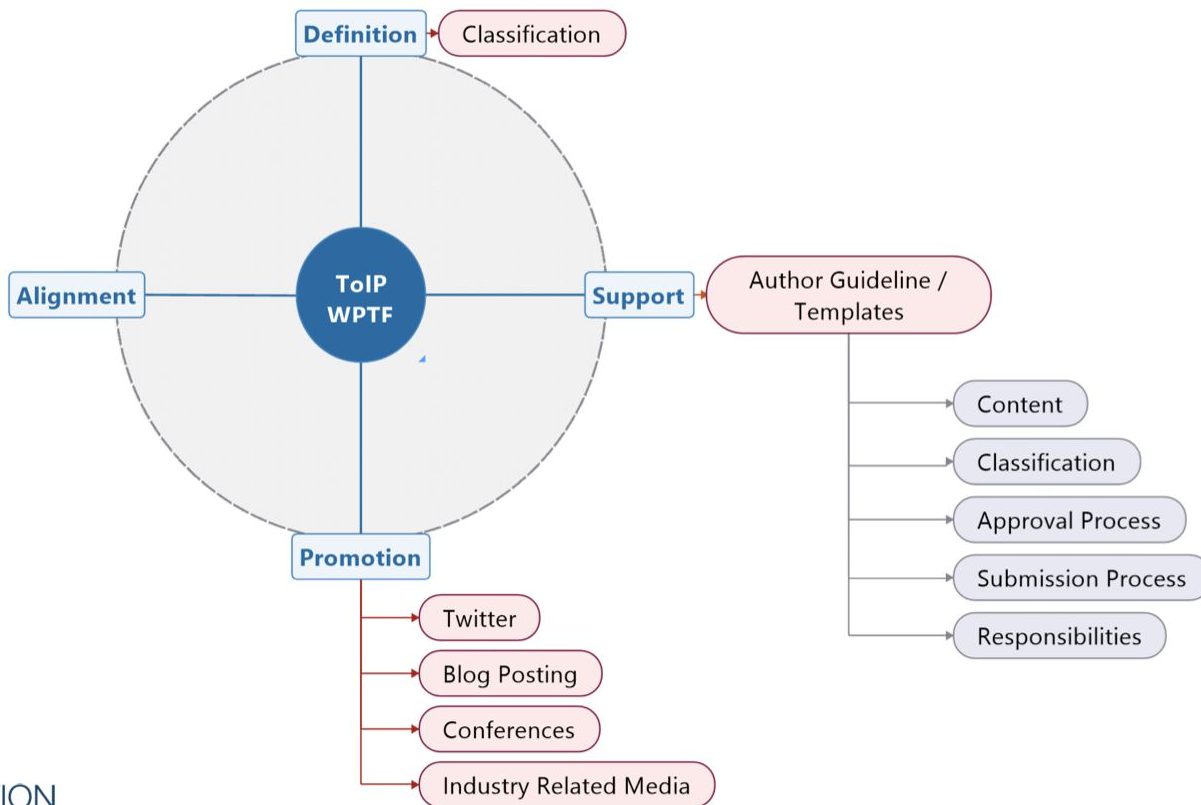➤ Data Governance Act meets ToIP framework – proposed by Jan Lindquist

BLOGs Ideas

➤ Intro to ToIP and Design Principles – Drummond has volunteered to draft
➤ GSWG – three deliverables (posted after SC approval) – GSWG is drafting
➤ OIX agreement   (posted after SC approval)
➤ GHP Deliverables – cookbook   (none written yet)
➤ mobile Driver Lic presentation (TBD in the New Year)
➤ ???

White Paper Taskforce Discussion

Karen Hand

WPTF Landscape

An educational document to bring awareness, support, and promote adoption of philosophies, ideals, and deliverables supported and developed by the authorship community.

- **Definition**
  - Classification
- **Alignment**
- **Support**
  - Author Guideline / Templates
    - Content
    - Classification
    - Approval Process
    - Submission Process
    - Responsibilities
- **Promotion**
  - Twitter
  - Blog Posting
  - Conferences
  - Industry Related Media

ToIP WPTF

Review and Alterations to Deliverable Templates and Guide (Drummond)

Early feedback has suggested a few key improvements

1. Use black (not red) as the standard body copy font

    a. Easier on the eyes

    b. Easier to print out

2. Use left-justified paragraphs as the default

    a. Fully justified paragraphs are not recommended for electronic documents

3. Applying widow/orphan controls

    a. Will prevent pages with just one or two lines

AutoJoin

Elisa Trevino

Other Updates

1. End of Year Survey
2. OIX liaison agreement to be put forward to SC again next week
3. Status of Introductory Whitepapers & Design Principles
4. Hyperledger Workshop still under development – ToIP content to be added
5. Cross Organizations Communications Collaboration
6. Publishing Case Studies – proposed by EFWG
7. Maintaining a list of ToIP related resources - proposed by EFWG
8. Trademark Registration
9. ToIP Branding Guidelines – Co-Branding of Deliverables
             Example Yoma Governance Framework

Open Discussion

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