



**Subject** Minutes of the annual meeting for the OpenDA association

**Meeting date** February 11<sup>th</sup> 2016

**Present** Dr. Martin Verlaan (TU Delft), Dr. Nils van Velzen (Vortech/TU Delft), Dr. Arjo Segers (TNO), Dr. Niels Drost (Netherlands eScience Center), Dr. Marc Ridler (DHI), Dr. Edwin Bos (Deltares), Dr. Julius Sumihar (Deltares)

**By** Julius Sumihar

## 1. Opening and agenda

MV opens the meeting, welcoming especially the three new members of the association represented by AS (TNO), ND (NLeSC), and MR (DHI, via Skype).

## 2. Minutes of the previous meeting

- Everyone agrees on the minutes. No further comment.

### Actions:

- MV 20110222.05 Make a limited list of contacts. Status: continued with aim of reaching a broader audience. Close this action and make it part of a wider effort to promote OpenDA. Status: closed
- NV 20130527.01 Check if/how a modification at KvK is needed for NV replacing MR. NV is now officialy registered as treasurer with the KvK. Status: closed.
- NV, MV 20141028.01 Create a new website prototype for discussion with help of STUD. There is a prototype already to be discussed later in this meeting. Status: closed.
- NV 20141028.02 Create wish list for OpenDA sponsored developments. Status: closed. The next step is to maintain the list.

## 3. Announcements

MV Three new members have joined the OpenDA association: TNO, DHI, Netherlands eScience Center.

#### 4. Annual meeting

- Annual report:
  - NV mentions that we urgently need to write an annual report. Anyone visiting our web-site will get a poor impression at the moment. NV will make a first draft and circulate to all members for input.
- Finances:
  - The Audit committee (AS and EB for 2014; AS and ND for 2015) has studied the finances and found them correct. The board grants discharge to the audit committee
  - Suggestion from ND: to formalize the procedure of making a reservation with a signed document since reservations have a similar status to expenditures in the book keeping. The document that was present for last year's reservation was sufficient, but a more formal document is to be preferred.
  - NV mentions briefly that we managed to get to a good financial balance last year. The balance is looking good at the moment, but we have to make plans for this year soon, since new contributions add to the budget soon.
  - The contribution is kept at the same level
- Potential for new members
  - AS suggests promoting OpenDA in each member organization internally in preference to looking for more members at the moment. Those present agree on this.
  - ND mentions an example of getting another group at TU Delft (CiTG) use OpenDA in their research.
- Board of association
  - Present board: AH (chairman), MV (secretary), NV (treasurer)
  - It is decided to keep the board as it is for the coming year.

#### 5. Activities in 2015

- EB OpenDA 2.2 has been released. The aim is to make one release per year.
- EB Repository is moved to a place where everyone can access (OSS). Note: registration is required to have access.
- NV The first OpenDA support contract is signed with Hohai University, China. The support work is performed by VORtech.
- MV The OpenDA association has contributed to the data assimilation summer school in Romania (<http://www.data-assimilation.com/>). This has been a good way of spreading the word about OpenDA. Some students work either directly or later with OpenDA.
- NV A new collaboration with Hydrosolutions, Switzerland, where an OpenDA wrapper for a rainfall run-off model was developed. EB mentions the importance of having the Intellectual Property Rights handled properly.

#### 6. Actions for 2016

Ideas about what we may do in 2016:

- NV Make videos and open a youtube channel about, for example, (a) downloading and installing OpenDA, (b) running an example application, etc.
- NV Give more exposure on what has been done with or projects that use OpenDA
- NV Make a book about data assimilation for dummies. This idea has led to a discussion of

using the existing publications (WIKI, etc.) as a starting point.

- AS Experience from an OpenDA workshop at TNO is that OpenDA software package is too big. He has made a lighter version that serves his purposes well. AS suggests reorganizing the software in order to make it lighter/cleaner/easier to understand what you need to use OpenDA.
- AS A good test bench. AS suggests that prior to each release, each member should do the tests in their own systems.
- EB OpenDA 2.3 will be released before the summer holidays. EB will coordinate the schedule and the required activities including the above mentioned tests.
- EB will research the legal consequences of copyright, e.g. if it is needed to transfer copyright to the association.

## 7. Promotion

- MV presents the new prototype website.
- It is agreed that each member should have a look at the website and give feedback for improvement. Suggestions should be addressed to MV.
- It is agreed to organize a meeting to transfer to the new web-site soon. It is becoming difficult to motivate ourselves to maintain the old web-site with the new one in sight. MV will coordinate this meeting.

## 8. Next meeting

- The next annual meeting is scheduled in February 2017.
- Three additional meetings will be scheduled throughout the year, where we will have a hands-on session. Meetings may take place in turn on each member's office. EB will coordinate and schedule these meetings.
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## 9. Closing

MV closes the meeting.

## 10. Actions

20160211.01	NV	Maintain wish list for OpenDA sponsored developments	New
20160211.01	NV	Make a first draft of the annual report and circulate to all members. Deadline: 25-02-2016.	New
20160211.02	All	Give input to the annual report. Deadline: 10-03-2016.	New
20160211.03	EB	Look into the matters of Intellectual Property Rights. This includes also preparing an ASCII file describing the license matters of external packages to be included in each OpenDA distribution an item for preparation for new releases.	New
20160211.04	AS	Setup a proposal about a better/cleaner structure of OpenDA software package.	New

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20160211.05	All	Have a look at the website and give feedback to MV: <a href="http://www.beautifulbits.nl/openda/">http://www.beautifulbits.nl/openda/</a>	New
20160211.06	MV	Set a meeting during school holidays in two weeks to work replace the old web-site with the new one and correct the essential parts of the content.	New
20160211.07	EB	Set dates of the next meetings (three extra hands-on meetings and the next annual meeting in February 2017)	New