

OAG / AGM

# AGENDA DAY 1

TIME	DURATION	ITEM	LEAD
<b>OPF ADVISORY GROUP</b>			
09.30	30 mins	Arrival coffee	
10.00	20 mins	Welcome and introductions	Julie Allen
10.20	10 mins	Aims and objectives of the meeting <ul style="list-style-type: none"> <li>• Feedback from the last meeting</li> </ul>	Georgia Moppett
10.30	45 mins	Tools Talks: <i>JHOVE</i> <ul style="list-style-type: none"> <li>• JHOVE releases</li> </ul>	Carl Wilson
11.15	45 mins	Open Discussion: Getting Funding and Recognition	David Clipsham + Paul Stokes
12.00	5 mins	Wrap Up	Julie Allen
<b>BREAK (70 mins)</b>			
<b>ANNUAL GENERAL MEETING</b>			
13.15	5 mins	Welcome & housekeeping	Julie Allen
13.20	5 mins	Welcome from the Chair of the Board	Remco van Veenendaal

## AGENDA CONT.

TIME	DURATION	ITEM	LEAD
13.25	10 mins	Introductions: Board of Directors	Remco van Veenendaal
13.35	10 mins	Year in Review 2022-23 <ul style="list-style-type: none"> <li>• An update on the OPF team</li> <li>• Technical</li> <li>• Outreach</li> </ul>	OPF Team
13.45	15 mins	Official business <ul style="list-style-type: none"> <li>• Presentation of annual accounts</li> <li>• Retirements and proposed (re)appointment of directors</li> </ul>	Remco van Veenendaal Paul Stokes Peter May
14.00	5 mins	Any other business + closing remarks	Remco van Veenendaal
<b>OPF ADVISORY GROUP</b>			
14.05	25 mins	Marketing + Communications <ul style="list-style-type: none"> <li>• Tech Clinic + Comms Clinic</li> <li>• New Website Considerations</li> </ul>	Helena Watson Georgia Moppett
14.30	15 mins	OPF Hackathon	Carl Wilson Georgia Moppett
14.45	15 mins	'Things that make you go hmm....'	Darren Dignam
<b>BREAK (30 mins)</b>			
15.30	30 mins	Ministry Visit	



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## AGENDA CONT.

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TIME	DURATION	ITEM	LEAD
16.00	60 mins	Tour of the Oodi for in person attendees VeraPDF Training for online attendees	
<b>BREAK</b>			
18.00 - 21.00		Social dinner for in person attendees	

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# AGENDA DAY 2

TIME	DURATION	ITEM	LEAD
<b>OPF ADVISORY GROUP</b>			
09.00	30 mins	Arrival coffee	
09.30	5 mins	Welcome	Julie Allen
09.35	45 mins	Talk from CSC	CSC
10.20	65 mins	Member Presentations: <i>Session 1</i>	See our events page
11.25	10 mins	ViPER: Virtual Preservation Environment for Research	Marin Rappard
11.35	25 mins	Tool Talks: <i>Demonstrations</i> (JHOVE)	Thomas Ledoux
<b>BREAK (1 hour)</b>			
13.00	10 mins	Tool Talks: <i>Tool Introductions</i>	Carl Wilson
13.10	45 mins	Tool Talks: <i>Discussions</i> (breakout rooms) FIDO   veraPDF   jpylyzer  <i>20 mins beginners discussion, followed by 20 mins advanced discussion</i>	Product Champions + Carl Wilson

## AGENDA CONT.

TIME	DURATION	ITEM	LEAD
13.55	60 mins	Tool Talks: <i>Demonstrations</i> (veraPDF, + JHOVE)	Boris Doubrov Jack O'Sullivan Patricia Sleeman
<b>BREAK (30 mins)</b>			
15.25	60 mins	Member Presentations: <i>Session 2</i>	See our events page
16.25	5 mins	Closing remarks	Remco van Veenendaal