



Community Advisory Committee

Arches Project Governance

Meeting Minutes

10 April, 2025

Present

Stuart Cakebread, Historic England
Alison Dalgity, Getty (GCI)
Sara Delgadillo, Los Angeles City Planning,
Office of Historic Resources
Kevin Kochanski, Getty (GCI)
Angela Labrador, Coherit Associates
Alastair MacIntosh, City of Lincoln Council, UK
David Myers, Getty (GCI)
Cameron Petrie, Arcadia
Rebecca Roberts, Arcadia
Maggie Smith, San Francisco Planning
Department
Nina Young, Getty (GCI)

Absent

Phil Carlisle, Historic England
Eric Kansa, Open Context

New Business (Inaugural Meeting)

Introductory agenda set by GCI representatives, facilitated by KKochanski

1. Introductions & welcome
2. GCI Arches team: Orientation
 - a. *Importance of governance and purpose of Community Advisory Committee*
 - i. Reminder that the purview of the committee is to provide guidance to other committees on needs of the community.
 - ii. Moving forward, GCI representatives will serve as co-chairs, with the purpose of scheduling the meetings, setting agenda and confirming action items.
 - iii. Acknowledge update of [Arches Governance webpage](#), including charter.
 - b. *Meeting logistics*
 - i. Aim is to make decisions by consensus; if unable to reach it, we will turn to voting.
 - ii. Meeting minutes, after confirmed with committee members, will be public and transparent for the community, with method of sharing to be established. Minutes

will be shared with the Steering Committee and Technical Advisory Committee as well. GCI representation on each committee will help maintain a throughline.

- iii. Meeting frequency, according to the Governance Charter, should be at least 3 meetings/year, with additional meetings in the first year. A fixed time to be identified following the meeting (**KKochanski**).
- iv. Communication between meetings should be simple and effective to avoid losing momentum.
- v. Setting an in-person governance meeting in Los Angeles is still important but delayed due to logistical challenges since the recent wildfires. We hope to hold it this meeting in summer 2025

Committee Open Discussion

Brainstorming session for potential future meeting topics

3. Input solicited on potential agenda items.

- a. *DMyers introduces initial set of topics from GCI perspective:*
 - i. Need for community resources.
 - ii. Localization (i.e., translation) content management and sharing – Transifex to possibly be replaced.
 - iii. Data modeling resources – from the implementer side, rather than technical knowledge of the CIDOC-CRM.
- b. *MSmith suggests establishing a methodology for making and prioritizing recommendations to Steering Committee and Technical Advisory Committee :*
 - i. Example: experiencing bulk data manager bugs; would be good to have more clarity about the Arches roadmap and how bugs are being addressed.
 - ii. How should we solicit more feedback from community members not on this committee in targeted outreach about their needs (e.g., survey, cull GitHub, Forum)?
- c. *SCakebread notes the widespread use and open-source nature of Arches can lead to functionalities that are not well known across the community; need for creating means for centralized information about customizations, enhancements, applications, plug-ins, etc., through decentralized work with Arches, so that others aren't "recreating the wheel"*
- d. *RRoberts notes that Arcadia-funded projects are interacting with governments in under-resourced countries.*
 - i. These are agencies interested in using Arches but that struggle with poor infrastructure and require more technical assistance. How might we support those from Global South in using Arches?; How might Arches adapt to specific constraints?
- e. *AMacintosh suggests thinking about the profiles of individuals involved in an Arches implementation at three levels (Admin, Editor, Public) to structure future conversations.*
- f. *SDelgadillo suggests the further development of a user profile manager – good potential for more capabilities to oversee all users.*
- g. *ALabrador highlights the need for a better understanding of how software development is distributed around the world.*
 - i. How to know who is contributing what to the Roadmap?
 - ii. Example: Coherit / Open Tech Strategies working together to set-up a new instance and struggling with internationalization. Where should cooperation happen, to feed back into GitHub?

- iii. Furthermore, the creation of an 'Arches Lite' could reduce the technical burden for certain communities.
- h. *CPetrie agrees that it is important to be mindful of groups with a lack of computing power and equipment challenges. "Arches Lite" could help those with such constraints.*

Action Items to Guide Next Meeting

- KKochanski to determine standing meeting time with committee
- KKochanski to share minutes with attendees + Steering Committee + Technical Advisory Committee
- KKochanski & GCI Arches team to decide on best method for sharing and saving minutes
- Discussed post meeting: GCI Arches team & MSmith to consider sharing newly established Arches governance at next US User Group (May 8, 2025)

Minutes Drafted by: Nina Young

Minutes Approved by: Kevin Kochanski