**VUG Steering Committee Meeting -- January 17, 2019**

Link to BlueJeans <https://bluejeans.com/2489653490>

Present: Stephanie Larrison, Courtney Mumma, Chris Starcher, Emily Wuchner, and Kristi Park

Regrets: Billie Peterson-Lugo

Agenda

* Welcome Emily!
* TCDL Training & VUG meeting
  + Preconference workshop - 8-12 Vireo 4 training. Informal lunch - birds of a feather.
* Sprint - TDL/TAMU/Tech - TAMU is “able to start a sprint cycle with the first preparatory day being January 18” !!!!!
  + Chris is unavailable February 11-15
  + Courtney talking with James Creel
* Community Sprint (tentative window 2/18/2019 - 3/8/2019)
  + Stephanie put some end User tasks for Community Sprint at <https://texasdigitallibrary.atlassian.net/wiki/spaces/VUG/pages/828342275/Development+Meetings>
  + She has more to put into Confluence. Where should they go?
  + Courtney will move existing stuff under next sprint. Drop rest of it in there and Courtney will organize.
* Planning through June 2019
  + Draft schedule <https://drive.google.com/open?id=10kw2VL4qmEqM8iZZyD9YSCfftimPTmVj>
  + SL: Make an image of chart and repaste in ss.
* Documentation on <https://texasdigitallibrary.atlassian.net/wiki/spaces/VUG/pages/87490693/Documentation+--+Vireo+4.0>
* Questions that need to go out to VUG
  + Free text search box. How do you currently use it? Are there fields it does not search that are important for it to work more effectively?
  + Administrative Groups (Configurable Settings in Vireo 3): Do you use it? If so, how? *We may need to figure out how to accomplish same task another way - at least for the first release of 4.* *Although emails can be added to any Controlled Vocabulary,they are not yet actionable.*
* Communicate to VUG @ Emily, TCDL & Community Sprint -- [email](https://docs.google.com/document/d/1-KD9Fry-1g7MieB0dpqFjheYQY3zkRElJVUZw6-2oCw/edit?usp=sharing) draft
* BiblioLab meeting at TAMU - short briefing