

FOSS4G SotM 2021 Master Doc

This document is a catch all document for planning FOSS4G SotM 2021 that anyone can contribute to. Together we can develop a playbook to ensure the 2021 conference goes as smoothly as possible and that we capitalise on each other's expertise and the lessons from previous years.

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Helpful documents

- [Meeting minutes](#)
- [Conference format survey](#)
- [Lessons learned 2020](#)
 - [2019](#)
 - [2018](#)

Format

The 2021 conference will replicate the format of the 2020 conference which saw local conference hubs organising concurrent events at cities across Oceania. The conference hubs will be free to develop their own local content, but we encourage each hub to reserve x hours for regional content that will be broadcast digitally.

Hubs [Please add your hub here if not listed]

- Apia, Samoa (Tooa)
- Auckland, New Zealand (Steven Haslemore, Hamish, Alan, Malcolm)
- Hobart, Australia (Dawn, Alex & Denisse)
- Canberra, Australia (Jonah Sullivan)
- Melbourne, Australia (Chayn Sun)
- Perth, Australia (John Bryant, John Duncan)
- Suva, Fiji
- Tarawa, Kiribati (Ueakeia Tofinga)
- Wellington, New Zealand (Brent Wood)

Timeline

The conference date we have set is Friday November 12th, 2021.

[There is a timeline here](#) which incorporates key events and dates from previous conferences.

Marketing

Conference website: <https://osgeo-oceania.org/foss4g-sotm-oceania-conference/>
[Logo competition](#)

Budgeting

Each local hub is required to develop a budget, as soon as practical, that will detail their expected income and distribution of funds. There is a template here which hub managers can use as a starting point.

[Conference budget](#) and click on 'Hub Budgets' Tab.

Once the hubs have updated the budgets, the Conference Committee will review and/or approve, and then submit a Conference Budget to the OSGeo Oceania Board for approval.

OSGeo Oceania has allocated \$10,000 AUD to the 2021 conference.

Program

Keynote Speakers:

- Tishampati "Tish" Dhar (Australia)
 - I would love to talk about the emerging overlap between GIS, Computer Vision, Gaming and AI
- Nemaia Koto and Carrol Chan (Fiji)
- Kate Fickas (USA) from Ladies of Landsat as a keynote for our conference. [Her talk at ODC.](#)

Keynote speaker suggestions [document](#).

The [code of conduct](#) from last year can be found here.

Logistics

Venue: Hubs are welcome to choose a venue they feel suitable for their local context, budget, and expected number of attendees. Past venues have included libraries, university buildings, pubs with an audio visual setup, and dedicated conference venues. Leads from the hubs to confirm their venue.

Hub Location	Potential Venue	Expected number of attendees	Main person of contact
Apia, Samoa	The Hub or USP Samoa campus	TBC	Tooa
Auckland, NZ	TBC	TBC	Steven Haslemore
Hobart, Australia	Aurora Theatre, IMAS	20 - 40	Dawn
Canberra, Australia	TBC	TBC	Jonah Sullivan
Melbourne, Australia	RMIT Green Brain	TBC	Chayn Sun
Perth, Australia	TBC	TBC	John Bryant, John Duncan
Suva, Fiji	TBC	TBC	Lanieta Rokotuiwakaya
Tarawa, Kiribati	TBC	TBC	Ueakeia Tofinga
Wellington, New Zealand	TBC	TBC	

Ticketing: [Ti.to](#) has been used successfully in the past to confirm attendees and distribute tickets. It is highly customisable meaning each hub can set a ticket price that matches their costs and revenue expectations.

Food:

Sponsorship

The sponsorship prospectus can be found [here](#).

Local hub sponsors will be recognised regionally if they donate more than \$500 AUD. Feel free to distribute the final PDF to your networks

COVID contingency planning

COVID remains an ever present threat and there is a strong likelihood that some local hubs will not be able to meet in person. A contingency plan is needed to allow these hubs to quickly pivot to an online conference if the need arises.

Note: Auckland has already decided to shift their conference to a date in 2022, likely in March. Perth is looking very certain as an in-person event in November, but will opt to postpone if this is not possible.

Feel free to suggest additional models below

Model A - Unified online conference

- Centralised online conference for hubs that cannot meet in-person
- Multiple streams if necessary and the number of presentations is high enough
- Condense to a 4 1/2 hour window with 30 minute break in between 2 two hour sessions
- Keynote speakers taking up the first 60 minutes
- In-person hubs such as Perth that have capacity to stream talks can join the online conference
- Streaming options listed below

Model B - Local online conferences

- Local hubs organise their own online conference solution, putting together programs containing keynotes and their own local presenters
- Streaming platform is chosen by the local hubs
- Promotion is managed by the local hubs

Model C - Postpone to 2022

- All local hubs that can't meet in person postpone to an agreed date in 2022
- Call for presentations remains open
- Sponsors are notified with option to refund money
- Re-branding may need to take place (FOSS4G SotM 2022)

Some questions we need to decide include:

- Do we group local hubs that move online or should we keep it local?
- If we group them, is the time zone important or could we have just one online group?
- Do we allow/help online hubs to broadcast the presentations from their local presenters (some might have already applied) as well as listening to the regional program?
- Do speakers pre-record or present live?
- What time limit do we impose on the conference?
- How do we ensure people remain engaged?
- How do we stream the event? Options include:
 - YouTube Live
 - Zoom
 - [BigBlueButton](#) - Used by State of the Map very successfully, but unfamiliar to many. A trial run would be needed. Needs to be [installed to a reliable server](#).
 - Facebook Live
 - [Gather town](#) - not open source but used with success in several online conferences/gatherings.