To: T10 Membership  
From: Erich Oetting  

1. Introduction

An SMC-2 working group meeting was held on in Seattle, Washington. Erich Oetting, the SMC-2 Technical Editor, called the meeting to order at 9:00 a.m. on Monday September 8, 2003. He thanked Emily Hill and Rob Haydt of Microsoft for hosting the meeting.

Attendance at the meeting was taken electronically.

2. Attendance and Membership

Attendance at working group meetings does not count toward minimum attendance requirements for T10 membership. Working group meetings are open to any person or organization directly and materially affected by T10's scope of work.

The following people attended the meeting:

<table>
<thead>
<tr>
<th>Name</th>
<th>S</th>
<th>Organization</th>
<th>Electronic Mail Address</th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>

11 People Present

Status Key: 
P - Principal  
A,A# - Alternate  
AV - Advisory Member  
L - Liaison  
V - Visitor

3. Agenda

The entire meeting was devoted to SMC-2 letter ballot comment resolution (03-052r4 & 03-211r1).
4. Results of meeting

Susan Gray noted that the last column of table 4 (SMC commands allowed in the presence of various reservations) did not have a header. This will be fixed by picking up the appropriate headers from SPC-3.

Document 03-211r1 was discussed, resulting in some minor changes to the proposal.

Erich Oetting moved that proposal 03-211r1 as revised be accepted as part of the SMC-2 comment resolution document. Paul Entzel seconded the proposal. The motion passed without opposition.

Erich Oetting moved to recommend to the Plenary that document 03-052r4 as revised be accepted as resolving the SMC-2 letter ballot comments, and that SMC2-r6 be forwarded for further processing. Ralph Weber seconded the motion. The motion passed without opposition.

5. Action Items

Paul Entzel will update his proposal and post 03-211r2.

Erich Oetting will incorporate 03-211r2 into SMC-2 and post SMC-2r6.

Erich Oetting will revise and post the SMC-2 comment resolution document (03-052r5).

6. Future meetings

No further SMC-2 working group meetings are planned at this time.

7. Adjournment

The meeting was adjourned at 11:38 am on Monday, September 8, 2003.