

Apereo Board Meeting Minutes:

29 November 2023

Officers:

- Chair: Anne-Marie Scott
- Vice Chair: Josh Wilson
- Secretary: Francois Campbell
- Treasurer: Theresa Rowe
- Executive Director: Patrick Masson

Attending

- Francois Campbell
- Inge Donkervoort
- **Clint Lalonde**
- Shoji Kajita
- Salvador Pellicer
- Theresa Rowe
- Anne-Marie Scott
- Wes Turner
- Josh Wilson
- Patrick Masson (ex officio)
- Stuart Phillipson
- Sam Lee Pan

Absent with apologies

- Thierry Koscielniak

Absent

- Inge Donkervoort

Guests

-

Quorum: 8

Called to Order: 9:02 EST

Agenda:

1. Secretary's Report

- a. Minutes of September 2023 Meeting minutes.
 - i. Review of minutes
 - ii. **MOTION (Forwarded: Wes Turner, Seconded: Josh Wilson):** to approve minutes of September 2023.

2. Treasurer's report

- a. November 2023 Finance Committee meeting minutes.
 - i. Noted revenue stream changes
 - ii. More effective collection
 - iii. Noted disparity between projects in acquiring financial resourcing
 - iv. Discussions with project committees regarding funding models
 - v. Discussion regarding draft charter. A few points highlighted.
 - vi. Suggested aggressive
- b. November 2023 Financial Reports (Directory of all files).
 - i. Shared and a summary provided.

3. Chair's report

- a. Strategic Planning
 - i. Compliments to Patrick and Josh for their attention and ideas that are quite advanced and comprehensive.
 - ii. Update from Virtual our partner in this strategic journey with them
 - 1. High-level overview of the outputs of the prior strategic sessions.
 - 2. More work to be done urgently, but progress so far is good.
 - 3. Some concerns raised about possible alignment issues. (Not a significant concern but good to isolate and have resolved)
 - iii. A robust discussion where a deep dive into the progress has been made.
 - 1. Emphasis placed on teasing out misalignment and order of actions and priorities.
 - 2. Strong consensus in the lack of data.
 - 3. General support for aiming toward a core purpose, value proposition, and perhaps case document as outcomes of the current phase of this planning process arrived at.

4. ED report

- a. Summary of activities.
 - i. Report of absence of September was unpacked and noted.
- b. Working Notes
 - i. Accounting
 - 1. No meetings scheduled
 - Noted
 - ii. Business & Community
 - 1. Extending role of Concentra to take on more community operations and development.
 - Noted
 - iii. Communications
 - 1. Continued work on new website and content.
 - Noted
 - iv. Development
 - 1. Grants, Sponsors, sustainers
 - Opportunities enumerated.
 - 2. Re-engaging with STF
 - Positive indications and aligned with our strategy.
 - 3. Initial outreach
 - Discussed.
- c. Leadership
 - i. Advisory committees?
 - 1. Development and Fundraising?
 - Marked as URGENT
 - ii. Membership models: reference point for strategic planning.
 - 1. Discussed.
- d. Operational Planning and Management
 - i. MiroConf Partnership Proposal
 - 1. Discussed
- e. Constituent Communities and Programs
 - i. Community Membership?
 - 1. Loss of Dayon and LAMP
 - Not discussed
 - ii. Dolphin Awards: Continue with travel and cash awards?
 - 1. Not discussed
- f. Human resources planning and management

- i. Development Officer Update
 - 1. Expanded and executed the contract.
 - o Noted
- g. Community Relations and Advocacy
 - i. OpenInfra Associate Member Agreement
 - 1. Noted
 - ii. Engagement, engagement, engagement
 - 1. Emphasised and aligned.
 - iii. Open Source Software in Higher Education
 - 1. Two-pager/Introduction
 - o Introduced and open for review
 - o To be pursued with appropriate organisation members.
 - 2. MOU
 - o Review requested.
 - 3. Initial research proposal
 - o Not discussed.
 - 4. Co-authors
 - o Colorado, Eclipse, edX, FreeBSD, Idaho, Johns Hopkins, Linux Professional Institute, Matrix, NYU, OERu, OpenInfra, OSI, Python, RIT, San Jose State, UC Santa Cruz, UMBC.
 - i. Not discussed
 - o Use above to invite Apereo community.
 - i. Not discussed
 - iv. Addition conference attendance?
 - 1. OW2
 - o Not discussed
 - 2. AXIES
 - o Not discussed
 - 3. FOSSY
 - o Not discussed
 - 4. Other general participation
 - o Intentions and objectives discussed.
 - i. Not discussed
- h. Risk management
 - i. Look for your Conflict of Interest declarations
 - 1. Reminder given.
 - o Not discussed

5. Other business

a. None

6. Move to adjourn (Moved: Francois Campbell , Seconded: Josh Wilson).

Adjourned 10:02 EST