

## Aperero Board Meeting - March 19th, 2013

- The Meeting was held by teleconference from 4:00pm - 5:00pm EST
- Attending: Alain Mayeur, David Kahle, Shoji Kajita, Charlie Leonhardt, David Ackerman, Ian Dolphin, Jim Helwig, John Lewis, Josh Baron, Patty Gertz, Robert Sherratt, Tim Carroll, Steve Swinsburg, Theresa Rowe
- Apologies for Absence: Douglas Johnson, Nate Angell
- Meeting Called to Order: 4:02pm
- Meeting Adjourned: 5:02pm

## Discussion Summary

- A roll call was conducted, including introductions to welcome new board members.
- Revisited the minutes review process to validate the direction.
  - minutes will be posted to the list after each board meeting.
  - minutes will be affirmed at the following board meeting.
  - minutes will be posted to the aperero.org website for public review.
- The financial report reflects a very strong starting position for the Aperero Foundation. It shows optimism in the goal to create Aperero as an organization stronger than the sum of the two parts; however, the Board is dedicated to ensuring that this financial position is sustainable, as reflected in the scheduling of the strategic planning retreat in April. The proposed board budget review includes a monthly summary showing month-to-date income and expense details, as well as annual forecasts for the fiscal year. The details will include actual vs. budget comparisons in % and \$.
- The strategic planning retreat was a direct result of the benefits realized from the collaboration done by the Jasig-Sakai Joint Working Group. A strategic planning consultant has been engaged to lead the 2-day retreat. The consultant will contact each of us individually prior to the face-to-face meetings in New York to gather individual perspectives and goals for the organization, thus driving the agenda for the meetings. Currently, the strategic planning sessions will be attended by 11-12 board members.
- An Aperero incubation working group has been assembled, and it has began meeting to discuss and formalize the incubation process for the merged organization. These conversations are seeded by the Jasig incubation process and various perspectives of working group members. Next steps will include open conversations with a variety of individuals identified as knowledgeable folks in the community that should be consulted on the process outside the working group. The Board has seen incubation as an important strategic process, that must be approached with urgency as well as sensitivity.
- The Jasig incubation process was summarized to background the new Board to provide context around the need for a Board decision concerning the graduation of the Scheduling Assistant project from the Jasig incubation process. There was a general consensus that information regarding the Scheduling Assistant showed the project to be mature and to have met all the existing Jasig incubation criteria. The Board conducted a vote, and the project was unanimously approved to graduate Jasig incubation.
- There was a proposal on-list prior to this Board meeting to postpone the Board officer elections until April or perhaps later (June) to give new Board members time to acclimate to the team. There were no objections.
- Conference planning going well. The planning committees are drawing on their experiences and coming together on collaboration opportunities that encourage strong sessions and seminars, as well as social opportunities during the conference and afterhours. There are there are 12 half day pre conference seminars (6 in the morning and 6 in the afternoon), thirteen bird-of-a-feather finalized, and the session schedule is under development. There is active outreach to various other open source

organizations to encourage attendance and participation.

## Action Items

- Board: review financial reports closely, assembling questions, concerns, comments, and recommendations in preparation for the April strategic planning retreat.
- Board: set aside some time to meet with strategic planning consultant prior to the April retreat.
- Board: provide documents that outline needs and trends in Higher Ed in various regions represented by members of the Board.
- Josh: revisit Board officer election timeline at the April Board meeting. Officers Election - We need to conduct Board Officer Elections. Suggested Steps:
  - All nominations for Officers posted within 24 hours of the meeting
  - Final candidates posted by Friday, March 22nd 12 Noon Eastern Time. If there is more than one Board Member running for an officer position that candidate would post a brief candidate statements to be included with the list of candidates. This would be a new approach for officer elections and I'm suggesting it as it seems like a good practice particularly with a large number of new Board members who do not know everyone.
  - All votes submitted by Monday, March 25, 2013 at 12 Noon Eastern Time.