

## Apereo Board Meeting, 28 July 2015

### Officers:

Chair: Jim Helwig

Treasurer: Charlie Leonhardt

Vice Chair: Lucy Appert

Secretary: Doug Johnson

Executive Director: Ian Dolphin

**Called to Order: 10:00 AM EDT**

**Adjourned: 11:05 AM EDT**

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### ATTENDING

David Ackerman

Lucy Appert (?)

Alan Berg

Susan Bramhall

Tim Carroll

Jim Helwig

Doug Johnson (?)

Shoji Kajita

Russ Little

Theresa Rowe

Andy Wasklewicz

With apologies: Ian Dolphin, Laura Gekeler, Mathilde Guerin, John Lewis, Charlie Leonhardt, Alain Mayeur

Absent: David Kahle,

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### AGENDA:

#### Approval of Minutes: 06/22/15

- Moved:                      Seconded:
  - **Approved by consensus.**

#### Employment changes of Board members

- A member of the Board has recently changed employers and the new employer is not an Apereo member nor is it an open source organization. The Member is seeking guidance from the Board regarding continuing with the Board or whether a resignation is in order.
- Statement: Board members are elected as individuals based on what they can bring to the Board and to Apereo.
- The Board agreed that the current situation does not pose any potential conflict of interest, that the Board member I question has, and will continue to bring, great value to Apereo and the Board, and therefore supports the individual remaining a part of the Board.
- **Agreed by consensus.**

#### Executive Director's Report

a)

#### Call Topics for August Board Meeting

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## Adjournment:

- Moved:                               Seconded:
  - **Approved by Consensus.**
  - Meeting adjourned at 11:05 PM (EDT)

## Information Items

### Participation Calendar:

- Discussion around the potential for the **Unconference** to be held in Montreal, alongside an Apereo Quebec event, are ongoing.
- **Apereo Webinars:** <https://www.apereo.org/content/apereo-events>
- **Educause Annual Conference 2015.** Oct. 27 – 30, Indianapolis, IN, USA. (Note: Apereo Board typically meets at this Conference; officially or socially depending on # attending).

## Pending Action Items

[Note: Recently completed Action Items are in **Brown** and will be removed in the next iteration of the Board Minutes. Changes and updates are in **Red** through subsequent Board meeting following the change.]

1. **Executive Director Performance Goals** (21 January 2014)
  - ED Performance Goals subsumed into Organisational Health Measures, subject of Board retreat in NYC in **April, 2015**
  - Ian will draw up a draft set of performance goals; these shall be a topic of conversation for a future meeting. Board will review, and Board Chair will approve the final set of goals.
  - Draft job description is now in review; performance goals will be drafted in light of the final job description. **[22 April 2014]**
  - Job description approved **[1 June 2014]**
  
2. **Additional Position Discussion** (21 January 2014)
  - ***Tabled subject to available finance***
  - Primary thinking is a “community manager” to focus on growing existing communities (regional and others) and facilitating new communities.
  
3. **Membership/Dues Structure Subcommittee**
  - Membership/dues structure (Ian, Doug, David, Charlie)
    - Donations structure including charitable contribution
    - Met: Dec. 2014. Work continuing.
  
4. **HE Marketing Subcommittee**
  - Leveraging HE Marketing programs & students (Josh Baron, Theresa Rowe, Andy Wasklewicz)
    - Internships? Becoming part of the fabric of learning for HE institutions
  - Report presented at March Board meeting.
    - Next stages of work starting.