

Apero Board Meeting, October 27, 2015

Officers:

Chair: Jim Helwig

Treasurer: Charlie Leonhardt

Vice Chair: Lucy Appert

Secretary: Doug Johnson

Executive Director: Ian Dolphin

Called to Order: 0900 AM EDT

Adjourned: 1011 AM EDT

ATTENDING

Jim Helwig, Chair

David Ackerman

Lucy Appert

Susan Bramhall

Tim Carroll

Ian Dolphin

Laura Gekeler

Mathilde Guerin

Shoji Kajita

John Lewis

Russ Little

Alain Mayeur

Theresa Rowe

Andy Wasklewicz

Absence notices: Alan Berg, Charlie Leonhardt

Absent: Doug Johnson, David Kahle

AGENDA [Notes taken by Jim Helwig in the absence of the wayward Doug Johnson¹]:

Approval of Minutes: 09/22/15

- Corrections addressed
 - Tabled to next meeting

Approval of Minutes: 10/27/15

- Tabled to next meeting

Executive Director's Report

- Finance
 - Slight uptick in memberships
 - Working on collecting revenues in arrears
 - Working on revisions to financial reporting to accommodate new dues structure (see below)
 - Seeing interest in the proposed individual membership (see below)
- Incubation
 - Current Projects
 - Karuta graduation from incubation
 - The global nature of project has been challenging
 - The project has worked through the process in the open
 - Still need to work on adoption
 - Incubation progress is recorded in the S4 document
 - Open Analytics project progress is documented in a similar manner
 - **Laura Gekeler moved that Karuta graduate from incubation and become a full Apero project**

¹ Thanks Jim! [Doug]

- Susan Bramhall seconded
 - **Approved by consensus**
- Partnerships
 - IMS Global Learning Consortium [<https://www.imsglobal.org/>]
 - IMSGlobal MOU discussed
 - Looking at ways to fund project involvement with standards development
 - Updates will be shared via the announcements, webinars, to help projects become aware of opportunities and ongoing standards work
 - Recommendation to encourage Open Source reference implementations
 - **Tim Carroll moved to approve Apereo/IMSGlobal MOU**; Theresa Rowe seconded
 - **Approved by consensus**
 - PESC [Postsecondary Education Standards Council - <http://www.pesc.org>]
 - Recommendation to develop a similar MOU with PESC
 - Comments that we will want to ensure MOUs don't stray far from our mission.
 - Recommended that we keep a register of MOUs and regular review.
- Membership
 - Continued discussion of the new dues structure proposal presented at the September meeting.
 - **Laura Gekeler moved to approve the new dues structure including Individual membership**;
 - Lucy Appert seconded
 - Voice vote taken: Approve: 10 Opposed: 1
 - **Motion passed.**
- Applications
 - **Tim moved to approve membership application of University of Lleida**; David Ackerman seconded
 - **Approved by consensus**
 - Ian highlighted aspects of the JISC application for membership.
 - This is a positive development.
 - Analytics is likely a key point of collaboration.
 - **David Ackerman moved to approve the JISC membership application**; Lucy Appert seconded
 - **Approved by consensus**
- Illincloud [<http://www.illincloud.org>] Gates Proposal
 - Still waiting for Gates to approve. Indications are positive.
- Events
 - Open Summit 2016/Open Apereo 2016
 - Working on contracts with NYU. This is occurring a little later than normal; planning velocity will increase. Summit planning is continuing.
 - OSI and RedHat are involved.
 - Most elements are in place, and planning will open out in the next week or so.
 - Board participation in the strategic planning would be most useful.

- **Speak to Ian if interested**

- **More events** are listed at <https://www.apereo.org/events>

Call for Topics for Next Meeting

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Adjournment:

- Moved: David Ackerman Seconded: Laura Gekeler
 - **Approved by consensus.**

Information Items

- **Apereo Webinars:** <https://www.apereo.org/content/apereo-events>

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.