

Apereo Board Meeting Minutes: April 19, 2016

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: 1000 AM EDT

ATTENDING

David Ackerman

Lucy Appert

Alan Berg

Susan Bramhall

Tim Carroll

Ian Dolphin

Mathilde Guerin

Jim Helwig

Doug Johnson

Shoji Kajita

Charlie Leonhardt

John Lewis

Alain Mayeur

Theresa Rowe

Absence notices:

Absent: Laura Gekeler, David Kahle

Approval of Minutes: 03/15/16

- One minor edit implemented (“Open Cast” = “Opencast”)
- Moved: David Ackerman Seconded: Lucy Appert
 - **Approved by consensus**

Finance

- Financial documents delayed this week; so in-depth discussion is **Tabled to next month.**
- Superficial review shows “business as usual/expected”
- Board members may email questions for short-term responses before next meeting.

Open Apereo Conference Messaging

- Registrations somewhat low; but conference is early and early registration date not yet passed
- Ian knows of some group registrations that should come in soon

Ian’s Opinion Piece for Apereo Newsletter

- Intent is to suggest the multiple ways that Apereo is addressing issues raised on the Educause Next Generation Learning Challenge

Conference Summit/Goals: How to Measure Success?

- What should be the goals and some of the specific things, e.g. conversations, we want to see happen to make the most of this summit? What should be the metrics to evaluate success?
 - Issues: Constituent group opportunities, NGLC/PLE,
 - Metrics: Numbers of attendees, Number of constituent groups

Face-to-Face Board Meeting Planning

- 22 May, 10AM – 4PM including lunch
 - NYU Kimmel Center for University Life, Washington Square
- Budget discussion

- Update/Monitor issues from Board Retreat
- Friends of Apereo/Individual Membership
 - Site functionality for processing payments/membership is now operating but link not yet on site
- Inviting a guest to advise/assist the Board?
 - Tim and Ian will consider and contact
- Revitalize discussion of an Advisory Board

Executive Director's Report

- Incubation Process is moving well; but we are "thin on the ground" for mentor volunteers
 - Time commitment is not substantial (1 call/month is most common)
 - Recruit at Conference
- Good slate of nominees for Board Elections
 - Three open seats
 - Six people standing: Asia, South Africa, North America

Adjournment:

- Meeting adjourned at 10:02 AM (EDT)
- **Approved *nem con*.**

Information Items

Upcoming Events

- The SoLAR Learning Analytics and Knowledge Conference (LAK)
 - Edinburgh on April 25-29th.
 - Hackathon jointly organised by SoLAR, Jisc and Apereo.
- Open Summit/Open Apereo 2016: NYU, 23rd-25th May
 - Planning is proceeding: Call for Proposals issued;
 - Title/theme, "Open Apereo 2016 - 100% Open for Education" selected by the Planning Committee.
 - Red Hat have agreed to sponsor and support the Open Summit.
 - Calls for further support have been issue.
 - Public drive for further support and participation in planning will take off by the end of this week
- **Apereo Webinars:** <https://www.apereo.org/content/apereo-events>
- **More events** will be listed at <https://www.apereo.org/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. [Discussed Feb. 2016]

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.