

Apereo Board Meeting Minutes: Sept 20, 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: 1001 AM EDT

ATTENDING

David Ackerman

Lucy Appert

Alan Berg

Susan Bramhall

Cheryl Brown

Ian Dolphin

Mathilde Guerin

Jim Helwig

Doug Johnson

Shoji Kajita

Charlie Leonhardt

John Lewis

Theresa Rowe

Absence notices: Tim Carroll, Laura Gekeler

Absent w/o notice:

Approval of Minutes: 07/20/16

- Doug: "Thanks to all of you who covered for me last month!"
- Moved: David Ackerman Seconded: Theresa Rowe
 - **Approved by consensus**

Finance

- Projected revenue currently 25% below budget in July, but this improved in August.
 - This is primarily because of the move to a new dues structure, which means,
 - members have to assimilate to the new structure - generally increasing communication time prior to invoicing;
 - The Sakai Supporting Subscription revenue is being assigned to Sakai as a project (paying the Community Coordinator), rather than to the Foundation itself.
 - Cash on-hand is an issue and could create problems by early Fall
 - This increases the importance of the upcoming membership drive
 - **Will schedule accountants to provide detailed update at our next meeting.**

Remuneration and Audit Committees

- Lately have functioned in Committee of the Whole
- David Ackerman moved to establish a remuneration committee while identifying the Board as Committee of the Whole to serve as the Audit Committee.
- Theresa seconded
- **Approved by consensus**

Alan Berg moved to convene Executive Session. Theresa seconded. 9:17 AM

Executive Session concluded: 9:32

Licensing

- Proposed ICLA policy change <https://github.com/apetro/less-iclas-more-better>

- Discussion of proposed changes to ICLA (Individual Contributor License Agreement) process related to “committers” and “contributors” and minor/major submissions. Balance needs to be struck in terms of IP risk avoidance on one hand, while keeping participation/submission streamlined and easy.
- Definition of major vs. minor contribution would be valuable
- CCLAs (Corporate Contributor License Agreement) are also implicated
- **Tabled for further discussion.**

Commercial Affiliate Program

- Draft document at <https://apereo.oaeproject.org/content/apereo/H1F7ICcs>
- Review and send feedback by Board list.

Membership Work

- Review and send feedback by Board list.

Executive Director’s Report

- **IPR**
 - The CAS Trade and Service Mark has been registered. This was an "awkward" case due to the generic nature of the name when expanded, and the fact that the term CAS was registered by another organisation, but due to expire. I am pleased to report that we "sat out" the expiration successfully, and "CAS" (without expansion) has been added to our TM/SM portfolio.
- **Consent Platform**
 - Discussion continues with the Jisc, CODATA, Unicon and members of the academic library community. We have a first draft proposal centred around learning analytics, but with "stubs" or placeholders around data deposit and open access publishing that could be easily extended. My aim is to conclude preliminary discussion and have a good final draft (with the extensions mentioned above), together with a partnership, in place by shortly after Educause. An oral report will augment this item on the Board agenda.
- **ESUP**
 - I met with Alain Mayeur and Mathilde Guerin of ESUP in early September. Part of the meeting dealt with the changes in OAE - which is emerging as a key piece of strategic infrastructure in France. We also discussed the ESUP-Apereo Paris event, which is shaping towards Paris in early February, with a portals focus, Karuta, and Learning Analytics. We agreed to step up inter community communication as far as possible in the immediate future.
- **“Year of Open” 2017**
 - Discussion has opened around the suggestion from the Open Education Consortium that a series of activities in 2017 be grouped together as "The Year of Open". Joint events and establishment of an events directory appear to be low hanging fruit. Organisation will be formalised shortly. If any Board members wish to be involved, please contact me.
- **Sakai Virtual Conference**

- Takes place on November 2nd - the week following Educause. Sponsorship has grown, compared to previous years, and the event will highlight some of the many advances embedded in the recent Sakai 11 release.
- **Open Apereo 2017**
 - Volunteers have been requested for the Planning Group for Open Apereo 2017. We are about to issue the CfP - considerably earlier than previous years. At the suggestion of the ATLAS organisers, a research track has been added to the CfP - thanks to Cheryl Brown for deft footwork getting that piece in place. Planning will begin in earnest w/c 19th September.
- **Valencia March: Opencast and Sakai (S2U) Event**
 - I have asked the Apereo European List if there is interest in extending the Spanish Sakai (S2U) and OpenCast European meeting in Valencia in March. This could afford the opportunity for dialogue between projects, in addition to co-location. I will continue to raise the opportunity in coming weeks, with a decision point in mid October.

Adjournment:

- Motion to Adjourn: David Ackerman Seconded: Alan Berg
- **Approved *nem con*.**
- Meeting adjourned at 10:01 (EDST)

Information Items

Upcoming Events

- **Open Apereo/Open Summit 2017:** June 4 – 8, 2017. Philadelphia, PA, USA
- **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 finances***
 - Primary thinking is a “community manager” to focus on growing existing communities (regional and others) and facilitating new communities.