

Apereo Board Meeting Minutes: Dec. 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: 1005 AM EDT

ATTENDING

Lucy Appert

Alan Berg

Susan Bramhall

Ian Dolphin

Laura Gekeler

Mathilde Guerin

Jim Helwig

Doug Johnson

Shoji Kajita

Charlie Leonhardt

John Lewis

Theresa Rowe

Absence notices: David Ackerman,

Absent w/o notice: Cheryl Brown, Tim Carroll

Approval of Minutes:

- **Moved:** Theresa Rowe, **Seconded:** Alan Berg
 - **Approved by consensus**

Finance

- Overall financial picture has improved at the end of the year leading to positive overall balance

Executive Director Remuneration, 2016

- The Board approved a salary and remuneration plan for the Executive Director that recognizes the value of his services to and leadership of Apereo.

Executive Director's Report

- Memorandum Of Understanding with DISC: Apereo is developing an MoU with DISC (Data Interoperability Standards Consortium) around a common commitment to openness and transparency, the early exchange of information, both strategic and tactical, and alignment of efforts toward common benefit.
 - Alan Berg **Moved** to approve the MOU with DISC; Theresa **Seconded**
 - **Approved by Consensus, nem con**
- A meeting has been scheduled to discuss an MoU with the **Society for Learning Analytics Research (SoLAR)**
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- Opencast Funding: Ian is working with Olaf Schute to develop a plan for bringing more Opencast member institutions into Apereo. To address how many European institutions operate their budgets, the Apereo Membership dues structure for Opencast involves developing a funding formula by which Opencast will have greater flexibility with Apereo Membership funds
 - These modifications align with the broader work of the Board to restructure the dues structure to provide more flexibility to instructional and project-based membership.
- Angularjs Portal request for entry into incubation. Angularjs is a different approach to the dashboard view of uPortal.
 - Susan Bramhall **Moved** to approve Angularjs for incubation; Alan Berg **Seconded**
 - **Approved by Consensus, nem con**

- *Entornos de Formacion* (EDF) is a services and software development firm in Valencia, Spain that provides open source products and support in the growing European e-learning market. They are applying for Apereo Membership believing alignment with Apereo will improve their visibility and confidence in their services.
 - Jim Helwig **Moved** to approve EDF as a Commercial Affiliate; Alan Berg **Seconded**
 - **Approved by Consensus, *nem con***
- Revised Commercial Affiliate Program. The Board is working on developing a revised CA program to increase incentives to join, to better support our CAs, and increase revenue for Apereo.
 - Promote CAs to Apereo member institutions;
 - Connect developers and teams and encourage CAs to create/join projects;
 - Connect CAs to members via a web directory of CAs, including ability to market their services;
 - Increase the visibility of Apereo to other software companies that interconnect with Apereo Products (e.g. TurnItIn, Voicethread, Webex, Adobe, Panopto, Mediasight, Cerego, Google, Piazza, Teststream, Ebsco, Clickers, TopHat, etc.)
 - Process: Engage current CAs more deeply in soliciting their input and crafting a high-level roadmap, including their participation in recruitment.
- Discussion: Marketing Apereo. How can Apereo, and especially the Board, better promote open source generally and Apereo specifically?
 - “It’s About ...” campaign [<https://apereo.oaeproject.org/content/apereo/BkxtGhGmg>]
 - Expand upon cost and risk management to appeal to C-Level admins.

Adjournment:

- **Approved by consensus**
- Meeting adjourned at 10:05 (EDST)

Information Items

Upcoming Events

- **ESUP-Apereo Paris:** February (?), 2017
- **Opencast and Sakai (S2U) Valencia:** March, 2017
- **“Year of Open” 2017** (in planning)
- **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 (tabled 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.

2. Inbound licensing

- Discussion tabled in Oct. and Nov. needs to be brought forward to completion