

Apereo Board Meeting Minutes: February 16, 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

Alan Berg

Susan Bramhall

Tim Carroll

Ian Dolphin

Laura Gekeler

Jim Helwig

Doug Johnson

Shoji Kajita

Charlie Leonhardt

John Lewis

Theresa Rowe

Absence notices: David Ackerman, Lucy Appert, Mathilde Guerin, David Kahle, Alain Mayeur

Absent:, Russ Little, Andy Wasklewicz

Approval of Minutes: 12/15/15

- No edits proposed.
- Moved: Theresa Rowe Seconded: Laura Gekeler
 - **Approved**

Approval of Minutes: 01/19/16

- No edits proposed.
- Moved: Theresa Rowe Seconded: Laura Gekeler
 - **Approved**

Finance (January and February Updates)

- Roughly in same place financially as last year
 - Slightly better than 2014; slightly behind 2013
 - Unpaid Foundation memberships continue to be a concern
 - Jen & Ian are pursuing; requires constant attention

Incubation Proposal

- Tsugi had requested to enter incubation
 - Tsugi is a framework for integrating Java services/servlets
 - First software of its type. Not a universal serial bus, but orchestrates integrated tools
 - Potentially relates to “what’s next” after Sakai
- NYU and Notre Dame have agreed to be sponsors
- Concern expressed about who/how to mentor given the # of mentors currently involved in other projects; need more mentors
 - Alan Berg volunteered to step back into the mentor pool to support Tsugi
 - Yay Alan!
 - Ian will be working to recruit mentors at the upcoming OpenCast meeting in Köln.
- Motion to Approve: Alan Berg Seconded: Laura Gekeler
 - **Approved *nem con***

Key Objectives 2016 Proposal and Discussion

- Need to increase Foundation membership
 - Driver = Adoption of Apereo software
 - Can we increase publicity based on projects that exit incubation?

 - Educause Next Gen Learning Challenge?
 - Fair amount under the Apereo umbrella
 - An open source community helps keep the market “honest”

 - Laura: Can we emphasize strategy and thought leadership?
 - Common solutions group?
 - Reasons for membership: leadership, experience, thought leadership
 - Encouraging software communities to establish independent resourcing
 - Apereo does not drive but encourages ...
 - How to leverage social networking more effectively?
 - “Join-ups” at more events/meetings?
 - Synergies and networking among products and communities
 - More than “events”

- This is a big list for 2016. Is it too big?
 - Consensus: Can make progress on all
 - Refine document and turn it into an “action guide”
 - Identify ways to evaluate at end of the year
 - Establish metrics
 - Budget to support?
 - Subcommittee to develop budget document and refine objectives
 - Can we create objectives before we develop a means of measuring metrics?
 - Tentative plan:
 - Refine objectives
 - Define means
 - Establish best budget for objectives
 - Identify KPIs
 - Identify means to monitor

Executive Director’s Report

- The K12 Federation Gates funded project continues to progress
 - Las Vegas meeting (Ian and Tim Carroll) was valuable
 - Nothing yet finalized, but still moving forward
 - 2 new members; but general reluctance to join Apereo (resources are tight in K-12)
 - Working on new K-12 membership model

- Update on IMS relations
 - Draft statement to clarify inability to continue with IMS membership given recent limitations placed on that membership; however, relations continue to be amicable between Apereo and IMS

- “Collaboration without membership”
- Apereo Software Communities are encouraged to subscribe to IMS.
- ***Last call for comments on the official statement***

Communication Committee

- Prepare for an upcoming call for assistance with communications

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

Adjournment:

- Meeting adjourned at 10:03 AM (EDT)
- **Approved *nem con*.**

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. [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.