

# Apereo Board Meeting Minutes: Jan 17, 2017

## Officers:

Chair: Jim Helwig

Treasurer: Charlie Leonhardt

Vice Chair: Lucy Appert

Secretary: Doug Johnson

Executive Director: Ian Dolphin

**Called to Order: 0906 AM EDT**

**Adjourned: 0957 AM EDT**

## ATTENDING

David Ackerman

Lucy Appert

Alan Berg

Susan Bramhall

Cheryl Brown

Tim Carroll

Ian Dolphin

Laura Gekeler

Mathilde Guerin

Jim Helwig

Doug Johnson

Shoji Kajita

Charlie Leonhardt

John Lewis

Theresa Rowe

## Apologies in Advance:

### Absent w/o notice:

## Approval of Minutes, December 2016:

- **Moved:** Theresa Rowe                      **Seconded:** Laura Gekeler
  - **Approved by consensus**

## Finance

- Budget review - postponed until February
  - Note: accountants had too short notice of the call due to a drawn-out Doodle poll over the holiday period - information came in too late to process for this meeting

## Role of Board / Membership campaign

- Review of NYU retreat materials, discussions, and action items
  - The Board provides checks and balances to the ED, if and when necessary
  - Board members aren't assigned to some group to represent, but are recognized *post facto* as advisors, if requested.
  - Board members do not manage projects as Board members, and certainly do not micromanage
- Review "Board Member as Networker"
  - Board Members seeking guidance for how best to engage with other organizations are welcome to touch base with Ian beforehand;
  - The goal here is to have members be more actively representing Apereo when involved with other organizations;
- What materials or other assistance does the Board need?
  - Challenges: 1) remembering to represent/discussing Apereo; 2) feeling comfortable representing/discussing Apereo; 3) knowing what to say in a powerful, concise manner
  - Common calendar of conferences and meetings Board Members will be attending
  - Slide deck template
  - Common slide to insert into presentations (include URLs to website and newsletter)
  - White papers and 1-pagers
  - Brief list of Apereo talking points - 3 to 5? that we all commonly use
  - Expanding story-telling involving Apereo: better leverage website and newsletter)

## **Executive Director’s Report**

- Cordial conversation with Educause around NGLC and other points of connection
- Conversations with SoLAR re. exchanges of information
- Interest in intellectual property protection
- Association for Learning Technology,

## **Officer elections**

Slate of officers as nominated:

- Chair: David Ackerman
- Vice-Chair: Lucy Appert
- Secretary: Doug Johnson
- Treasurer: Charlie Leonhardt

**Susan Bramhall moved to elect the slate of officers as presented**

**Seconded: Alan Berg**

**Approved *Nem Con*.**

*Members of the Apereo Board expressed their thanks to Jim Helwig for his years of service and effective leadership as Chair of the Board.*

## **Adjournment:**

- **Moved:** Jim Helwig                                      **Seconded:** David Ackerman
  - **Approved by consensus**

Meeting adjourned at 09:57 (EDT)

## **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