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 Tim Carroll Doug Johnson
Lucy Appert Ian Dolphin Shoji Kajita
Alan Berg Laura Gekeler Charlie Leonhardt
Susan Bramhall Mathilde Guerin John Lewis
Cheryl Brown Jim Helwig 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
  facta 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
- Opencaast 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.

3. **Inbound licensing**
   - Discussion tabled in Oct. and Nov. needs to be brought forward to completion