Apereo Board Meeting Minutes: 27 August, 2019

Officers:
Chair: Anne-Marie Scott
Treasurer: Tim Carrol
Vice Chair: Lucy Appert
Secretary: Francois Campbell

Executive Director: Ian Dolphin

Called to Order: 11:00 EST
Adjourned: 12:03 EST

ATTENDING
Ian Dolphin (nv)
Laura Gekeler
Mathilde Guerin
Jim Helwig
Lucy Appert
Jeremy Rosenberg
Anne-Marie Scott
Salvador Pellicer
Laura McCord
Thierry Koscieniak
Tim Carrol
Francois Campbell

Apologies in Advance: David Ackerman, Boeta Prestorious,
Absent w/o notice:

Determination of a Quorum (N=6): 10 Quorum is achieved.

1. Apologies for Absence: David Ackerman
2. Resignation from the Board: David Ackerman
a. Gratitude and an expression of warm thanks for David’s long service and contributions.

3. Minutes of the previous meeting and matters arising
a. Minutes from previous meeting accepted
b. Moved by Laura Gekeler
c. Seconded: Lucy Appert
d. CAS Proposal
   i. Awaiting feedback from CAS PMC
   ii. Seeking to conclude the actions on CAS in the September meeting
e. Sakai Finance
   i. Final feedback incoming
   ii. Feedback to be addressed by the finance committee and made an agenda item for September
f. OpenApereo
   i. Planning is ongoing.
   ii. Any additional volunteers would be appreciated.
   iii. Save the date message to be made public in the next week or so.
   iv. Mathilde volunteers to assist.

4. Strategic planning (see strategic plan spreadsheet in OAE folder, and the recommendations in the Summary Notes)
a. Theme 1: Membership and Financial Health.
   i. Volunteers would be welcome.
   ii. Increase in activity but additional activity required
   iii. Laura McCord - has volunteered to join
   iv. Discussion about cold calling and information gathering for great advocacy
   v. Centralised location of institutions whom are not members but do use the software. Would be a valuable resource for recruiting new members.
b. Theme 2: Partnerships.
   i. Partnerships are significant and we have seen significant growth in adoption of products where we have partnered.
   ii. ESUP-Portail has been an excellent partner with great support
   iii. Lamp Great dialog and further discussions
      1. Have decided to also join with Open Apereo
   iv. Thanks to Anne-Marie for the introduction to BC campus
      1. Tannis Morgan and Clint Lalonde
      2. BC Campus is regulated at provincial level
         a. UBC piloting OnTask
         b. Published use case
         c. Use of OER is very important for them and well resourced
3. Provide facility grants to trial open source technology
4. Opportunities for advocacy and synergy
5. Open Text books on distribution

v. Very early stage communication with ALT
1. UK Based organization with ambition to grow its footprint
2. Practical collaboration to be launched

vi. AXIES
1. Discussions and volunteers to further this discussion
2. Francois Volunteer to assist in discussions with

vii. Openedtech.global
1. Salvador discussing with organisers of conference in Spain.
2. Meeting in November
3. Draft program
4. How Apereo can contribute to this event in terms of presence?
   Salvador continuing discussion

c. Theme 4: Recognition Programs and Development Opportunities
   i. A Chair is required for ATLAS
      1. Board to please have conversations with academics with a strong teaching and learning background.
      2. Discussion to occur with Cheryl Brown in a near terms


d. Theme 5: Software Community Health.
   i. Web site
   ii. Newsletter
      1. Stakeholder analysis
      2. Collateral regarding structure in terms of audiences and their values
      3. Sustenance, the commonality in terms of convincing versus amplifying
      4. Anne-Marie volunteers to create a document to outline this analysis
      5. Board members encouraged to contribute to open source success stories and surface community story
      6. Procurement and cross posting are tremendously useful in seeking differing views and addressing their misunderstandings or concerns. Lucy
      7. Success stories to show viability
      8. Implementations: Path to adoption
      9. Showing the journeys in a visual form (screen cast or recorded presentations ) amplify the measure and make content more accessible.

e. Theme 6: Foundation Services and New Ideas
   i.

f. Theme 3: Communications, Outreach and Engagement
i. What can apereo or Ian do to be of greater use.
   1. Thoughts:
      a. Social Media coordination
      b. Any apereo work should be booted and amplified
      c. Advocacy opportunities to be added to the agenda for all future meetings
      d. Any opportunities to be added to forthcoming items
      e. Afirmatech: Guest curation
      f. Allowing take over of the twitter account for better exposure for communities and projects

ii. Web site or newsletters:
    1. What we would like to see more of and less of
    2. Mail list was substantially purged prior to GDPR as a precaution.
    3. Expend effort to increase the number of subscribers to the newsletter
    4. Fresh content to be primary focus
    5. Newsletter is a valuable push method.

iii. Presenting at Events:
    1. Conferences to be focused on for increased exposure and alignment with our mission.
    2. Corporate relationship
       a. Catalyst IT (https://www.catalyst.net.nz) started in New Zealand and are specialist at implementing open source
    3. EUNIS: similar audience to Educause with a focus on internationalisation and non-american attendees.
       a. Rectors and executive level memberships.
    4. If board members are attending could this please be shared and contributed.
    5. Structure a plan of action to collate meetings.

5. Board volunteers to lead specific strands (as per April 2019 Board decision)
6. Advocacy - topics and priorities discussion

Motion to Adjourn: Anne-Marie Scott
Approved Nem con.
Adjournment: 12:03 EST
**Action Items:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Target Completion</th>
<th>Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>27 August 2019</td>
<td>Sakai Finance: Feedback from the finance committee</td>
<td>24 September 2019</td>
<td>Finance Committee</td>
</tr>
<tr>
<td>27 August 2019</td>
<td>Strategic Planning - Theme 2: Partnerships. AXIES - Discussions</td>
<td>December 2019</td>
<td>Ian Dolphin, Francois Campbell</td>
</tr>
<tr>
<td>27 August 2019</td>
<td>Strategic Planning - Theme 2: Partnerships. Openedtech.global</td>
<td>24 September 2019</td>
<td>Ian Dolphin</td>
</tr>
<tr>
<td>27 August 2019</td>
<td>Strategic Planning - Theme 5: Newsletter Anne-Marie volunteers to create a document to outline this analysis</td>
<td></td>
<td>Anne-Marie Scott</td>
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</tbody>
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**Forthcoming Events**
- Aperoe Webinars: [https://www.apereo.org/content/apereo-events](https://www.apereo.org/content/apereo-events)
- More events will be listed at [https://www.apereo.org/events](https://www.apereo.org/events)