

Apereo Board Meeting Minutes: July/August 6, 2019

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

Called to Order: 11:00 EST

Adjourned: 12:02 EST

ATTENDING

Ian Dolphin (nv)
Laura Gekeler
Jim Helwig
Lucy Appert
Jeremy Rosenberg
Anne-Marie Scott
Matthew Rascoff
Laura McCord
Tim Carrol
Boeta Pretorius
Francois Campbell

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

1. Apologies in Advance: Mathilde Guerin, David Ackerman, Thierry Koscielniak

Absent w/o notice: Salvador Pellicer (Unable to connect due to technical difficulties)

2 Minutes of the previous meeting and matters arising.

Approval of June 2019 Minutes:

- Suggested edits: Formatting, content is to be signed by email.

Matters Arising from June 2019 Meeting & Interim Decision-Making:

3. CAS PMC proposal to change supporting subscription

- Open up to the board about changing the subscription model to enable
- Discussions regarding various use cases and usages
- Concern raised about perception of double sticker costs for the proposed change
- Discussion about perceptions of Apereo products costs and expectations
- Reflection about how this affects contributions outside of subscriptions
- Actions:
 - Clearly define the difference between project contributions and supporting subscriptions

Outcome: Broadly supportive of change to supporting subscription, but need the following:

1. Explanation of how they reached these numbers.
2. Explanation of how the funds will be used.
3. Communicate the differences in these functions in order to advocate. With the objective of attracting more contributors and reducing the reliance on existing members.

Proposed: Jeremy Rosenberg

Seconded: Lucy Appert

4. Financial reports

1. Standard Reports
 - a. Emphasis will be put on the task of following up on late payers.
 - b. Increased advocacy in order to continue to grow Apereo memberships.
 - c. Ongoing development of financial health KPI template
 - d. Suggestion to modify receivables, in order to include year to date relative to previous years
 - e. Suggested changes to accounting report for more concise interpretation:
 - i. Include conference as a line item, indicating positive or negative figure
 - ii. List of all organisations which are members and their status.
 - f. Above suggested changes are not envisaged to be complex.
2. Sakai historical accounting proposal
 - a. A question about the structure and the narrative as structured, so that it's clear and concise for non-board members and the community in general
 - b. Anticipated the negative balance for a year on year until the supporting subscription, however the administrators executed this approach before the supporting subscription went into effect.
 - c. Finance sub-group will feedback to the board, work to produce feedback before the end of August 2019.
 - d. During the transition period , Sakai in revenue would be less than the expense and after transition it would be within its budget. Period ending in March 2018. Sakai would have a positive balance. Coincided with the community coordinator role ending.
 - e. The financial report will include the above.

Motion: Lucy Appert
Seconded: Boeta Pretorius

5. Open Apereo 2019/2020

Conference attendance has declined for another year running.

Estimated loss: \$59,000

Changes for the 2020 conference:

- Offer from University of Michigan to host which would result in much reduced cost for delegates, estimated at approximately 50%
- Change in structure and content and incorporate other communities
- Good and exciting discussions have occurred around the proposed changes which should lead to increased energy.

6. Strategic planning (see strategic plan spreadsheet in OAE folder, and the recommendations in the Summary Notes)

1. We need Board volunteers to lead specific strands (as per April 2019 Board decision)
2. Advocacy - topics and priorities discussion

Due to time constraints a proposal was made to make the primary objective of the August Board meeting the Strategic planning theme.

7. August Board Call

The July board call did not take place as a result of various members experiencing air travel complications. It was thus re-scheduled for August 6th, the scheduled August board meeting will take place on Tuesday, 27 August 2019.

8. Any Other Business

- None

Motion to Adjourn: Anne-Marie Scott

Approved: Nem con.

Adjournment: 1202 hrs (EST)

Forthcoming Events

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

Executive Director's Notes

1 Membership

MCI Management Institute at the University of Innsbruck are rejoining the Foundation. They are users of Sakai and OpenCast. Boeta has worked with me on the University of the Western Cape's Apereo membership.

2 Association for Learning Technology

Initial conversations have gone well. We are currently focussing on the development of information exchange and cross promotion of events. I will attend the ALT Conference in Edinburgh in September.

3 NYSCIO Conference

Lucy Appert and I spoke and participated in a panel at the New York State CIO conference on Friday 19th July. There were around 100 in attendance, at a morning dedicated to the use of open source software in higher ed. I found it interesting that what looked to be around 75% of those present indicated that they used open source software in their institutions. Equally interesting was a Gartner presentation which raised "hybrid optimisation" - balancing local and cloud based provision - as a feature of the higher ed IT landscape in the coming period.

4 LAMP Camp

I gave two talks at LAMP Camp in Berea, Kentucky. The first was an overview of Apereo, and keynote on open source and privacy (essentially a tweaked version of my Open Apereo keynote). Attendance has dropped at this event compared to previous years - around 23/23 attended from the LAMP constituency of small institutions

5 EDUCAUSE Student Success Analytics Community Group

Has continued to meet on a two-weekly basis. My role is largely to make international connections. I have conducted two interviews, one with Michael Webb of Jisc, and one with Anne Boyer of Université de Lorraine on their analytics work. Both of these pieces feature elements of the Apereo Shuhari analytics stack. A conversation is opening out regarding the integration of analytics community work into the ELI Leadership Institute.

6 Apereo Learning Analytics Community

I have worked with Alan Berg of Universiteit van Amsterdam, and Anne-Marie Scott (who is coordinating this area of work), to effectively reboot the Apereo Learning Analytics initiative after several months of inactivity following the departure of the former coordinator. We have planned a webinar to draw together current community experiences on September 24th. Lou Harrison (North Carolina State) and Pat Miller (Notre Dame) are the first two speakers. We are hoping to add a speaker from the incubating OnTask project.

7 Incubation

The Incubation Working Group has me to review incubating projects progress, discuss reworking the incubation section of the Apereo web site, and begin to review the Apereo incubation process with a view to future amendments.

8 Apereo Web Site Redevelopment

I held initiation of this work until the financial out-turn of Open Apereo 2019 was known.