

Apereo Board Meeting Minutes:

22 July 2021

Officers:

Chair: Anne-Marie Scott

Vice Chair: Boeta Prestorius

Treasurer: Vacant

Secretary: Francois Campbell

Interim Executive Director: Patrick Masson

Called to Order: 15:00 SAST

Adjourned: 16:01 SAST

ATTENDING

Patrick Masson (nv)

Anne-Marie Scott

Francois Campbel

Sam Lee Pam

Boeta Pretorius

Shoji Kajita

Stuart Phillipson

Inge Donkervoort

Sam Lee Pan

Josh Wilson

Thierry Koscielniak

Mathilde Guerin

Quorum is achieved: 10

Agenda

1. **Apologies for Absence:**
 - 1.1. Salvador Pellicer
2. **Welcome New Board Member, Josh Wilson**
 - 2.1. Welcomed and introduced himself. Looking forward to working with the board to do useful things
 - 2.2. Introductions of the board members to Josh.
3. **Minutes of the May Call**
 - 3.1. Accuracy and approval
 - 3.1.1. Moved: Boeta Pretorius
 - 3.1.2. Seconded: Stuart Phillipson
 - 3.2. Matters Arising:
 - 3.2.1. None
4. **Confirmation of decisions taken since May meeting**
 - 4.1. Appointment of Interim Executive Director
 - 4.1.1. Successfully appointed Patrick Masson as our Interim Director, we are delighted and optimistic about the appointment.
 - 4.1.2. Appointment was confirmed via email and officialised today.
5. **Financial Reports**
 - 5.1. Audit second draft report available
 - 5.1.1. **Action:** The board finance group to review, comment and reply to the audit.
 - 5.1.2. Subsequent discussion to be given attention.
 - 5.1.3. 2 points of clarification have been shared with the finance group.
 - 5.2. Current membership list with invoicing.
 - 5.2.1. Recent changes in the status of membership discussed.
 - 5.3. Reports from Accountants **not received (as of 23rd June).**
 - 5.3.1. Conversation with the accountants have been emphasised to delivering the reports on the agreed upon dates.
 - 5.3.2. Introduction of the Interim ED will be made to the accountants as well as a reminder of timely reporting
6. **Election of Officers**

- 6.1. Foundation Board Chair
 - 6.1.1. Nomination - Anne-Marie Scott
 - 6.1.1.1. Affirmed - Nem Con
- 6.2. Foundation Board Vice-Chair
 - 6.2.1. Nomination - Boeta Pretorius
 - 6.2.1.1. Affirmed - Nem Con
- 6.3. Foundation Secretary
 - 6.3.1. Francois Campbell Volunteered and affirmed.
- 6.4. Foundation Treasurer
 - 6.4.1. Vacant , will seek outside of the board.
 - 6.4.2. **Action:** an outline of standards and requirements to be created.
 - 6.4.3. Billing and management being centralized with Concentra.
- 7. **Open Apereo 21 Discussion**
 - 7.1. Framing Note
 - 7.1.1. Not the final report, but conversations that have surfaced in conversations.
 - 7.1.2. Attempted several quite challenging
 - 7.1.2.1. Full use of the Platform
 - 7.1.2.1.1. Some aspects worked very well:
 - 7.1.2.1.1.1. Flipped plenary worked well
 - 7.1.2.1.2. Tweaking in the future required around the
 - 7.1.2.1.2.1. Sponsored sessions
 - 7.1.2.1.2.2. Community sessions to be
 - 7.1.3. Numbers: 140 , huge variations in attendance throughout the conference
 - 7.1.4. Feedback
 - 7.1.4.1. As it was remote, dedicated and continuous attendance was challenging.
 - 7.1.4.2. Similar mix of participants year on year.
 - 7.1.4.3. Interesting shift in the balancing of the genders and an increase of female attendees.
 - 7.1.4.4. Video conferencing and Pandemic fatigue was mentioned.
 - 7.1.4.5. Recordings to be shared and monitored for interesting analytics.
 - 7.1.4.6. **Action:** Post-conference analysis to be performed.
 - 7.1.4.7. **Action:** Social media promotion to be performed on the recorded assets.

7.1.4.8. Discussion on how to unlock South America, Latin and South East Asian and concern about not reaching these audiences.

8. **Board Membership & Elections**

8.1. Individual Members Election (no candidates)

8.1.1. Noted

8.2. Appointed Directors (up to 3)

8.2.1. Board to consider whether to use this facility

9. **Miscellaneous transition items;** social media accounts FB

9.1. Sam and Inge have volunteered to assist as the Facebook account holder.

10. **Future calls**

10.1. Timing

10.1.1. To be polled by the board members.

10.2. Topics

10.2.1. Risk of the board becoming separated from the software communities

10.2.2. Software communities to be invited to the board meetings to be considered.

10.2.3. Further discussions on how to have these conversations are to be pursued.

11. **Pending Items:** Strategic Foci for 2021.

11.1. Consensus on holding over this for the following meeting.

12. **Any Other Business**

12.1. Formally recognising Ian's last board meeting and all the hard work performed by Ian's since its inception and continued contributions.

Notes

Article VI (7) Quorum:

"Fifty percent (50%) of the entire Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. The Board of Directors shall not conduct any formal actions, motions, decisions, policies or any related functions on behalf of the Foundation absent a quorum, unless specifically allowed under these Bylaws. The Directors present at a duly organized meeting of the Board of Directors may continue to do business until adjournment, notwithstanding the withdrawal of enough Directors to leave less than a quorum. Less than a quorum may adjourn any meeting of the Board of Directors." The Board currently has 11 voting directors, and 1 non-voting directors. The current quorum is therefore 6.

Motion to adjourn the meeting.

Moved and Seconded