

Apereo Board Meeting Minutes:

25 February 2021

Officers:

Chair: Anne-Marie Scott

Vice Chair: Boeta Prestoria

Treasurer: Tim Carroll

Secretary: Francois Campbell

Executive Director: Ian Dolphin

Called to Order: 16:00 SAST

Adjourned: 17:02 SAST

ATTENDING

Ian Dolphin (nv)
Anne-Marie Scott
Francois Campbell
Salvador Pellicer
Sam Lee Pam
Boeta Pretorious
Shoji Kajita
Stuart Phillipson
Mathilde Guerin

Quorum is achieved: 8

Agenda

1. Apologies for Absence: None
2. Minutes of the January 2021 Board Call
 - 2.1. Accuracy and approval
 - 2.1.1. A few small changes noted.
 - 2.1.2. Motion: Stuart Seconded:
 - 2.2. Matters Arising:
 - 2.2.1. Feasibility of renaming Apereo Membership. Note and Proposal.
 - 2.2.1.1. Motion: Francois, Seconded: Boeta
 - 2.2.1.2. By-Laws to be updated, targeted for March
3. Financial Reports
 - 3.1. To Note: Audit progress (no update, checking)
 - 3.1.1. Noted that no feedback thus far, we are following up with auditors.
 - 3.2. To Note: Reports from Accountants: Revenue Scenarios
 - 3.2.1. Requested changes have been implemented by Rehmann's
 - 3.2.2. Additional requests discussed.
 - 3.3. To Note: ED Communication with Accountants. Notes in ED Options, below.
 - 3.3.1. Noted
 - 3.4. Candidate financial health dashboard (based on FG discussion)
 - 3.4.1. Reviewing the costing and the narrative.
 - 3.4.2. More automated and standardized reporting could drive down costs.
 - 3.4.3. The proposed FH dashboard demonstrated and explained.
 - 3.4.4. Focus on membership and membership revenue to provide more accurate information for decision making.
 - 3.4.5. Favourable opinion, a few requests for more input.
 - 3.4.6. Discussion on setting and displays targets.
4. **Foundation Contractors post April 2021 – ED Options Document**
 - 4.1. Current contract to be extended to the end of June 2021
5. Strategic Foci for 2021.
 - 5.1. Actions - Priority Areas and request for Board Volunteers.
Background: Partnerships / Strategic
6. **To Note.** Volunteers sought:
 - 6.1. Liaison Roles (Internal): Each Software Community (NOTE 1)
 - 6.1.1. Apereo OAE

- 6.1.2. Bedework
- 6.1.3. CAS
- 6.1.4. ELMS Learning Network
- 6.1.5. Karuta
- 6.1.6. OnTask
- 6.1.7. openEQUELLA
- 6.1.8. Sakai
- 6.1.9. UniTime
- 6.1.10. uPortal
- 6.1.11. Xerte

7. Any Other Business

- 7.1. None at this time.

=====

Note: 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 10 voting directors, and two non-voting directors.

Meeting adjourned: Moved (Francois) and Seconded (Boeta)