

# Apereo Board Meeting Minutes:

25 March 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  
Sam Lee Pam  
Shoji Kajita  
Stuart Phillipson  
Mathilde Guerin  
Thierry Koscielniak  
Inge Donkervoort

Quorum is achieved: 8

1. **Apologies for Absence:** Salvador Pellicer , Boeta Pretorius
2. **Minutes of the February Board Call**
  - 2.1. Accuracy and approval
    - 2.1.1. Moved ( Stuart ), Seconded ( Thierry )
  - 2.2. Matters Arising:
    - 2.2.1. Feasibility of renaming Apereo Membership. Draft Bylaw amendments.
      - 2.2.1.1. Reviewing the document and discussing concerns.
      - 2.2.1.2. Changes recommended and made
      - 2.2.1.3. No objections. Changes made.
3. **Financial Reports**
  - 3.1. Audit progress. Draft Report. Finance Group Notes
    - 3.1.1. A very useful and convivial process
    - 3.1.2. A short list recommendations
    - 3.1.3. Recommended follow up actions to be implemented
    - 3.1.4. Final report to be received by the board shortly
  - 3.2. Current membership list with invoicing
    - 3.2.1. Information only.
  - 3.3. Reports from Accountants . Membership.
    - 3.3.1. Challenges in terms of the memberships and accounts receivables
    - 3.3.2. Delayed payments reviewed
    - 3.3.3. Impact of Covid is being felt
    - 3.3.4. Sponsorship target goals for the conference have been met, thanks to generous sponsors.
    - 3.3.5. The board feels we should emphasize these sponsors.
4. **Open Apereo 21 Status**
  - 4.1. Conference content is shaping up well
  - 4.2. Conference proposals responses to be extended
  - 4.3. Sponsors
    - 4.3.1. Gold: Entornos de Formación S.L
    - 4.3.2. Platinum: Longsight, Learning Experiences
5. **TO NOTE FOR FUTURE DISCUSSION - Board Expectations.** Responsibilities outlined in s.V Bylaws (link above). A 2013 draft document is also available.

- 5.1. The roots of the draft documentation unpacked and the document to be reviewed.
- 5.2. Board to comment on item following meeting.
- 6. **Board Membership & Elections** - Bylaws Article V s2 (Qualification, Numbers, Election)
  - 6.1. Current Board Members Status & **Determination of Number of Vacancies** (NB, Must include individual members rep)
    - 6.1.1. Number of seats and members who are scheduled to roll off discussed.
  - 6.2. 2021 Board Elections Draft Timeline
    - 6.2.1. Tentatively set for synchronisation with the conference.
  - 6.3. Appointed Directors (up to 3)
    - 6.3.1. Number set to 4 plus the individual community vote.
- 7. **Foundation Contractors post April 2021 - Update**
  - 7.1. Overall timeline laid out
  - 7.2. Process discussed and followed up tasks created.
  - 7.3. Role description to be returned to the board for further clarification and acceptance.
  - 7.4. Interim director role discussed and refined.
- 8. **Outstanding Item:** Strategic Foci for 2021.
  - 8.1. Actions - Priority Areas and request for Board Volunteers.
    - Background: Partnerships / Strategic
    - 8.1.1. **Advocacy – White papers**
      - 8.1.1.1. **White paper on OSS and procurement**
        - 8.1.1.1.1. Anne-Marie volunteers to assist in this strand
      - 8.1.1.2. **White paper on OSS and Privacy**
        - 8.1.1.2.1. Sam volunteers to assist in this strand
      - 8.1.1.3. **UN Sustainable Development Goals and OSS in .Edu – mapping relationships and developing a commentary**
        - 8.1.1.3.1.
    - 8.1.2. **Incubation**
      - Working with the Incubation Working Group to redevelop our incubation process – in particular examining and evaluating ideas from other incubators**
    - 8.1.3. **Partnerships**
      - 8.1.3.1. **AXIES**
        - 8.1.3.1.1. Francois Volunteers to assist in this

8.1.3.2. **Developing the case for an OSS in .Edu federation or alliance,  
focussed around advocacy**

8.1.3.2.1. No further action at this time.

Moved to adjourn and seconded

17:02 SAST