Apereo Board Meeting Minutes:

27 May 2021

Officers:	
Chair: Anne-Marie Scott	Vice Chair: Boeta Prestorias
Treasurer: Tim Carroll	Secretary: Francois Campbell
Executive Director: Ian Dolphin	

Called to Order: 15:00 SAST	**Adjourned: 15:42 SAST**

ATTENDING

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

Inge Donkervoort

Quorum is achieved: 8

Agenda

1. **Apologies for Absence:** Mathilde Guerin, Thierry Koscielniak
2. **Minutes of the March Board Call** (no call in April)
   2.1. Accuracy and approval
      2.1.1. Approved , Moved and seconded
   2.2. Matters Arising:
      2.2.1. None
3. June Board call and Board AGM 24th June 1400BST. Note.
   3.1. Noted and emphasis placed on attendance.
4. **Confirmation of decisions taken since March meeting**
   4.1. Trifork Membership Approved
5. **Board Resignations:** Tim Carroll, Treasurer.
   5.1. Noted and follow-up actions discussed
6. **Financial Reports**
   6.1. Audit progress. Requested updated draft report. Awaiting response.
      6.1.1. Discussed and noted, activities developed
   6.2. Current membership list with invoicing. Note on CRM
      6.2.1. Discussed and noted, no follow up action required
   6.3. Reports and from Accountants.
      6.3.1. Reviewed
   6.4. Post questions on reports for our accountants
      6.4.1.
   6.5. New members: Communication, Information, Media Centre (KIM), University of Konstanz (DE); Trifork (NL)
      6.5.1. Positive indication in terms of growth and interest
7. **IPR Issue:** (Non) renewal of "Student Success Plan" Mark

7.1. Context on the Mark and the incubation project and the non-renewal in the context of Shuhari

7.2. Cost savings are modest but in-line with our objectives

8. **Incubation:** EDExchange update

8.1. Context and the progress of the project in terms of incubation.

8.2. It is an area of growth that is in line with our objectives.

9. **Open Apereo 21 Status.** The planning folder is available for review. Please request access if required. A breakdown of proposals by Software Community and Pandemic related/other is available. Draft social media posts are available.

9.1. On-track, effort will be made to increase marketing of the event.

9.2. Promoting the fact that the conference will be translated into French live as presented

10. **Board Membership & Elections**

10.1. 2021 Board Elections Status

10.1.1. Returns have been good.

10.1.2. Deadline 4 June

10.2. Individual Members Election

10.2.1. No nominations for the individual memberships

10.2.2. The program should be reviewed.

10.3. Appointed Directors (up to 3)

10.3.1. Noting that the board can nominate 3 directors directly, to be reviewed post AGM

10.4. A request for new board member on-boarding

10.4.1. Volunteers required

10.4.1.1. Francois, Inge and Sam

10.4.1.2. Draft to be created and vetted prior to the end of June 2021

11. **Foundation Contractors post April 2021 - Update**

11.1. Process for appointing

11.1.1. Update on the candidates and the stage of the process

11.1.2. The committee to be given the authority to interview, negotiate with the candidates and make an agreement.

11.1.3. Approval of the formal ED candidate to be brought back to the board for approval via email.

11.1.4. Approval of the Interim ED candidate could be directly placed by the committee.

12. **Outstanding Item:** Strategic Foci for 2021. (Currently held except 10.1.3.1 & 2

12.1. Actions - Priority Areas and request for Board Volunteers.
Background: Partnerships / Strategic

        12.1.1.   Advocacy - White papers

               12.1.1.1.   White paper on OSS and procurement

               12.1.1.2.   White paper on OSS and Privacy

               12.1.1.3.   UN Sustainable Development Goals and OSS in .Edu - mapping relationships and developing a commentary. Progress

        12.1.2.   Incubation

            Working with the Incubation Working Group to redevelop our incubation process - in particular examining and evaluating ideas from other incubators.

               12.1.2.1.   Status discussed and to be delayed pending the placement of a new ED

        12.1.3.   Partnerships

               12.1.3.1.   AXIES

                     12.1.3.1.1.   Focus on ensuring this MOU discussion receiving continued effort and urgency

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

                     12.1.3.2.1.   Written BC Open EDTech Group

        12.1.4.   The status of this Agenda item is of course delayed with the requirement for an interim or formal Executive Director role.

13.   Any Other Business

        13.1.   None

Motion to adjourn the meeting.
Moved Boeta Prestorias and seconded Francois Campbell