Draft Apereo Board Meeting Minutes:

22 March 2023

Officers:

- Chair: Anne-Marie Scott
- Vice Chair: Josh Wilson
- Secretary: Francois Campbell
- Treasurer: Theresa Rowe
- Interim General Manager: Patrick Masson

Attending

- Francois Campbell
- Shoji Kajita
- Patrick Masson
- Theresa Rowe
- Anne-Marie Scott
- Wes Turner
- Josh Wilson
- Stuart Phillipson
- Sam Lee Pan
- Inge Donkervoort
- Clint Lalonde

Absent with apologies

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Absent

- Thierry Koscielniak

Guests

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Quorum: 8
Called to Order: 09:03 EST

Agenda:

1. Secretary’s Report
   a. Minutes of the February 2023 Board Meeting.
      i. Review of minutes
      ii. **MOTION: (Motion: Josh, Seconded: Stuart)** to approve minutes of the February 2023 Apero Board of Directors meeting minutes.
         1. Moved: Josh
         2. Seconded: Stuart

2. Treasurer’s report
   a. March 2023 Finance Committee meeting minutes.
      i. Discussed and unpacked
   b. February 2023 Financial Reports.
      i. Attention drawn towards key metrics.

3. Chair’s report
   a. Apero Strategic Planning & Retreat
      i. Facilitator
         1. A short list presented by IGM
         2. Many positive thoughts on the short list
         3. Emphasis given by directors, on the value of a facilitator to improve odds of better outcomes.
         4. Delved into which candidates best aligned with our objective.
         5. The timing of the strategic retreat was discussed.
         6. A sense of urgency and forward thinking being embedded.
         7. Broad input from board members given.

4. GM report
   (Weekly notes)
   a. Leadership
      i. Search for a facilitator for Apero’s strategic planning (see above).
         1. Discussed
      ii. Incubation committee role and emergence as an advisory committee?
         1. Positive direction and value being invested in this effort.
   b. Operational Planning and Management
      i. Website migration and redesign, expected completion in April.
         1. Content migration
○ Current/accuracy through legacy/inaccurate
  i. Process described
○ Highlights gaps, needed review of Aperseo process and policies.
  i. Concerns raised about event dependencies. Some events may result in alterations. No immediate solution found and forward motion being prioritized.
  ii. Procedures and processes where there are questions raised.
  ii. Ongoing: account management (Google, YouTube, GitHub, etc.)
    1. Discussed not issues raised.

  c. Constituent Communities and Programs
    i. Types and levels of engagement are dependent on Aperseo’s future direction.
     1. Discussed with a few future events highlighted.

d. Human resources planning and management
  i. Offer letter Issued.
     1. Discussed and advised of the point in process and reason for slight delay.

  e. Community Relations and Advocacy
    i. MicroConferences continue
     1. Good feedback and slight changes discussed.

    ii. Open Aperseo
     1. Community track proposals ended on March 19th.
      ○ Reviewing and to advise in the next board meeting.
     2. Other global opportunities
      ○ Discussed promoting in-person meetup of the board.

    iii. OS Community Africa’s Open Source Festival, June 22 - 24.
     1. Promotion for the event and discussion.

    iv. Final activities dependent on Aperseo’s future direction.
     1.

  f. Risk management

  5. Other business
    a.
  6. Move to adjourn (Moved: Josh, Seconded: Stuart).

Adjourned 10:02 EST