Apero Board Meeting Minutes:

26 April 2023

Officers:

- Chair: Anne-Marie Scott
- Vice Chair: Josh Wilson
- Secretary: Francois Campbell
- Treasurer: Theresa Rowe
- Executive Director: Patrick Masson

Attending

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

Absent with apologies

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Absent

- Inge Donkervoort

Guests

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Quorum: 9
Called to Order: 09:01 EDT

Agenda:

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

2. Treasurer’s report
   a. March 2023 Finance Committee meeting minutes.
      i. Threats highlighted, trending into the future for strategic priority.
      ii. Obligations are well in hand for the near future.
   b. March 2023 Financial Reports (Directory of all files).
      i. Clarifications offered to questions
      ii. Thoughts and approaches discussed
      iii. Strategic delineation between memberships and projects.
      iv. Better relationships with Institutional supporters and officials

3. Chair’s report
   a. Apero Strategic Planning & Retreat
      i. Review of responses.
         1. Virtual Inc.
            o Reference 01
            o Reference 02
         2. Reviews of facilitators
            o Positive
            o Good value with relation to market value.
            o Need and benefits of a facilitator are emphasized.
               i. Motion to move forward with facilitator
                  1. Moved: Josh
                  2. Second: Stuart
         3. Review of References
            o Positive
            o Good value

4. GM report
   (Weekly notes)
   a. Leadership
i. Elections
   1. Nominations close April 29th
      ○ Consideration being made to provide new board members with a state of the organization.
      ○ Timelines being discussed and options developed.
      ○ Hoping to use instant messaging to expedite the process
   2. Inge, Sam, and Stuart all standing again.
      ○ Noted with thanks to these board members' contributions.

b. Operational Planning and Management
   i. Website redesign completed. Push from dev/test to production–2 weeks.
      1. Updates provided
   ii. Migration of content underway.
      1. Updates provided
   iii. New content (Incubation, MicroConference)
      1. Updates provided
   iv. Integration with CiviCRM
      1. Updates provided
   v. Ongoing: account management (Google, YouTube, GitHub, etc.)
      1. Updates provided
   vi. On budget. Extend service contracts with contractors to address issues through the initial launch.
      1. Updates provided

c. Constituent Communities and Programs
   i. Grant application with CAS, Sovereign Tech Fund.
      1. Additional information shared.

d. Human resources planning and management
   i. Review of Apero Handbook
      1. Updates provided

e. Community Relations and Advocacy
   i. MicroConferences continue
      1. Seeking sponsorships
      2. Metrics and key indicators
      3. Interacting with and adding value to content on our platforms.
   ii. FOSSY planning is underway.
      1. Integration of Open Apero
         ○ Emphasis on communicating our intention accurately to the community.
      2. CFP is open through May 14, 2023
         ○ Plan and direction discussed
      3. FOSS For Education
         ○
4. Board Attendance
   ○ Presenting (CFP)
     i. Request made
   ○ Promotion (events, networking, etc.)
     i. Promoting in person attendance.
   ○ Partnering (sponsorships/memberships)
     i. Benefits and risks posed.
   ○ Planning (AGM)
     i. Additional commitments and travel discussed along with constraints.

5. Social, AGM, project meet-ups?
   ○ Opened for suggestions

6. Sponsorships
   ○ To be pursued.

7. Conference booth
   ○

8. Costs
   ○ Conference collateral
     i. Outlined
   ○ Board participation?
     i. Encouraged and appreciated
   ○ Dolphin Awards?
     i. Nominations still open (hint hint)
       1.
   ○ Special events?
     f. Risk management
       i. No update

5. Other business
   a. None


Adjourned 10:04 EDT