1 **OASIS Board of Directors Meeting**
2
3 1-2 August 2007 – Board Approved Minutes
4
5 Held at BEA Systems, Burlington, MA. Thank you to BEA for hosting.
6
7 **Directors in Attendance**
8 Patrick Gannon, OASIS President and CEO
9 Eduardo Gutentag, Chairman
10 Ed Cobb, Vice Chairman
11 Frederick Hirsch, Secretary
12 Mike DeNicola, Treasurer and Finance Committee Chair
13 Bob Glushko
14 Paul Knight
15 Chris Kurt
16 Jeff Mischkinsky
17 Claus von Riegen
18 Michael Winters
19
20 **Director Elect in attendance**
21 Peter Brown
22
23 **Staff in Attendance**
24 Jamie Clark, OASIS Staff
25 Carol Cosgrove-Sacks, OASIS Staff
26 Carol Geyer, OASIS Staff
27 Cathie Mayo, OASIS Staff
28 Scott McGrath, OASIS Staff
29 Mary McRae, OASIS Staff
30 Greg Rundlett, OASIS Staff
31 Pim van der Eijk, OASIS Staff
32
33 *All participants attended meeting in person unless otherwise noted.*
34
35 **1. Welcome, Goals and Agenda Review**
36
37 Eduardo Gutentag convened the meeting at 9:04 a.m. ET and welcomed the Board and Director-elect in
38 attendance. Ten directors were present and one director-elect were present when the meeting
39 convened. The meeting agenda was reviewed and approved.
40
41 **2. Review & Approval of Minutes & Action Items from 22 June Board call.**
42
43 Frederick Hirsch presented the meeting minutes from the 22 June 2007 Board meeting for approval.
44
45   RESOLUTION 2007-08-01.01: RESOLVED, accept the 22 June 2007 Minutes, as previously
46   distributed (v4 posted on 16 July to Board list).
48   Approved unanimously.
49

50 *<Chris Kurt joined the meeting>*
51
52 **Review of Open Action Items**
53
54 ACTION ITEM 2006-01-25.02: Patrick Gannon to track the IT issues list and import into IT tracking
55 tools when they are available.
56 Status: Closed. This is a standing IT Infrastructure Committee issue.
57
58 ACTION ITEM 2007-01-24.01: Patrick to inform Board of Member Section transition status at the end
59 of six months.
60 Status: Closed. Transition complete with this meeting.
61
62 ACTION ITEM 2007-01-24.05: IT Infrastructure committee to review and prioritize entire IT status
63 report, including clarification of closed items.
64 Status: Closed. Completed at this meeting.
65
66 ACTION ITEM 2007-01-24.07: Carol Geyer to work with TAB to raise visibility of TAB work,
67 specifically GAP work, to OASIS membership.
68 Closed, discussed by TAB and Staff earlier today.
69
70 ACTION ITEM 2007-01-24.08: TC Process committee to consider (a) the range of final deliverables
71 produced by TCs and (b) how to avoid standards inflation, producing a recommendation by the August
72 OASIS Board meeting.
73 Status: Open.
74
75 ACTION ITEM 2007-01-25.03: TC Process committee to add issue regarding review of use of the
76 word "submit" at lines 546, 548, 569, 572, 580 and replacing it with "stored" and making related
77 editorial adjustments as appropriate.
78 Status: Closed. Completed with TC Process revision approved at this meeting (Resolution 2007-08-
79 01.06).
80
81 ACTION ITEM 2007-04-18.03: Staff - Define operational procedure for designating a primary for
82 Member Section Qualified Elector.
83 Status: Closed. Completed since Scott & Dee drafted procedures; implemented with Open CSA MS.
84
85 ACTION ITEM 2007-04-19.02: Patrick Gannon to bring to Finance Committee a proposal to expand
86 OASIS presence in Asia.
87 Status: Closed. Not bringing forward proposal to do this, this year.
88
89 ACTION ITEM 2007-04-19.04: Staffing committee to review with Patrick the set of questions to be
90 used for the 360 review and report at the June Board meeting.
91 Status: Closed. New Action created at this meeting related to this work.
92
93 ACTION ITEM 2007-06-22.01: Member Section Policy Committee - Review policy with respect to
94 issues related to TC life-cycle, including creation or termination of TC in period between Member
95 Section steering committee elections.
96 Status: Closed. Closed at this meeting.
97

3. Review of Follow-up to Board Resolutions

Frederick Hirsch led review of status of follow up actions to resolutions approved at previous Board meetings.

Resolutions from 24-25 Jan 2007:

RESOLUTION 2007-01-24.04: All existing OASIS Member Sections must submit revised Rules of Procedure (RoPs), which conform to the approved Member Section Policy, within six months (24 July 2007).
Status: Closed. CGM Open revised RoP approved at this meeting (Resolution 2007-08-01.02).

RESOLUTION 2007-01-24.05: Member Section Policy committee to submit a revised Member Section Policy for the Board F2F in Aug 2007.
Status: Closed. Completed at this meeting.

RESOLUTION 2007-01-25.05: Proposal for "Draft 1-org-1-vote rule revisions dated 16 January 2007 Marked to show changes FROM cumulative clean-up draft".
Status: Closed. Tabled Motion should be not be retained after meeting when motion was made.

Resolutions from 11 May 2007

RESOLUTION 2007-05-11.02, RESOLVED; that the Board of Directors approves the revised OASIS Bylaws which includes changes in Article 12, Section 3 Member Sections to clarify the purpose of Member Sections and align the text with the Board approved Member Section Policy, to remove references to Executive Director, and to make other grammatical editing changes, as shown in the file: "Bylaws 20070511- final.pdf", with the following lines in the PDF reverted to what they were before the edits: 78, 121, 432-433, 514-515, 784-785, 849-850 and 1052.
Status: Closed. Tabled Motion should be not be retained after meeting when motion was made.

Resolutions from 22 June 2007

RESOLUTION 2007-06-22.01, RESOLVED, accept the 11 May 2007 Minutes v3, as previously distributed (v3 posted on 12 June to Board list).
Status: Closed. May minutes posted to Members webpage at http://www.oasis-open.org/private/2007-05-11-oasis-board-minutes-final.pdf .

RESOLUTION 2007-06-22.02: RESOLVED, that the Board of Directors approves the revised OASIS LegalXML Member Section Rules of Procedure which includes changes to align with the Board approved Member Section Policy, as shown in the file: "LegalXMLRoP-20070613a.pdf".
Status: Closed. Approved RoP has been posted to www.legalxml.org .

RESOLUTION 2007-06-22.03: RESOLVED, that the TC Process be revised to allow HTML to be used as an alternative to XHTML, as noted in email from Jeff Mischkinksy in 20 June email to Board list: "HTML/XHTML motion for June Board Meeting"
Status: Open. Approved revised policy to be posted to policy web page.

146 RESOLUTION 2007-06-22.04: RESOLVED, that the OASIS tagline be changed to "Advancing open
147 standards for the information society."
148 Status: Completed. Approved revised tagline has been added to OASIS web pages.
149
150 RESOLUTION 2007-06-22.05: RESOLVED, that the OASIS Mission statement be changed to "To
151 drive the development, convergence and adoption of open standards for the global information
152 society.", effective immediately.
153 Status: Open. Additional web page updates required, including strategy document, FAQ, A4, PDFs.
154

155 **4. Member Section Policy Committee Proposals**
156
157 The board reviewed and discussed the revised RoP for the CGM Open Member Section.
158
159   RESOLUTION 2007-08-01.02: RESOLVED, that the modified Rules of Procedure for the
160   CGM Open Member Section be approved as described in the file CGMOpenRoP-
161   20070710a.pdf.
162   Approved unanimously
163
164 The Board reviewed and discussed a new eGovernment Member Section RoP. The Board modified the
165 proposal to address various concerns.
166
167   RESOLUTION 2007-08-01.03: RESOLVED, that the Rules of Procedure for the eGovernment
168   Member Section be approved as described in the file eGovMember Section RoP-
169   20070725a.pdf.
170
171 *[Dr Carol Cosgrove Sacks, Scott McGrath, Jamie Clark joined the meeting]*
172
173   RESOLUTION 2007-08-01.03a (to amend): RESOLVED, Replace "[Chinese Org]" at
174   line 79 with "Tsinghua Tongfang".
175   Approved unanimously
176
177   RESOLUTION 2007-08-01.03b (to amend): RESOLVED, Change Pensive EU to
178   Pensive at line 79.
179   Approved unanimously
180
181   RESOLUTION 2007-08-01.03c (to amend): RESOLVED, Remove the following "The
182   collection, discussion and refinement of public administration requirements and
183   governmental data model and development issues is a strategically important part of
184   OASIS' task, and historically has resulted in many improvements to OASIS works." at
185   lines 25-26.
186   Approved Unanimously
187
188   RESOLUTION 2007-08-01.03d (to amend): RESOLVED, Resolution to amend: Remove
189   ",after consultation with the Member Section membership," at line 104 in Section 6.
190   Approved [10-1-0]
191
192
193
194

195	MOTION 2007-08-01.03e (to amend): Change "employees of governmental or public
196	administration entities" to "representatives of OASIS AGA members" at line 91.
197	
198	MOTION: 2007-08-01.03e-i (to amend amendment): Change "AGA members"
199	to "Non academic AGA members"
200	Amendment motion Withdrawn
201	
202	Amendment motion withdrawn
203	
204	RESOLUTION 2007-08-01.03f (to amend): RESOLVED, " employees of governmental
205	or public administration entities." with " employees of governmental or public
206	administration entities who are OASIS AGA members" at line 61, 92
207	Approved [10-1-0]
208	
209	RESOLUTION 2007-08-01.03g (to amend): RESOLVED, remove ", after consultation
210	with the eGov MemberSection membership," the first sentence section 5, line 87.
211	Approved [10-1-0]
212	
213	RESOLUTION 2007-08-01.03h (to amend): RESOLVED, Remove last sentence in 1st p
214	section 6, "The Steering Committee may choose to propose to do so by a revision to
215	these Rules of Procedure at a later time.".
216	Approved [6-4-1]
217	
218	RESOLUTION 2007-08-01.03i (to amend): RESOLVED, Remove last sentence in 2nd
219	paragraph section 7 "The Steering Committee may choose to propose to do so by a
220	revision to these Rules of Procedure at a later time.".
221	Approved [8-2-1]
222	
223	Main motion as amended approved unanimously.
224	
225	The board reviewed and discussed the revised Member Section Policy v2.1 as noted in the red-line
226	PDF, http://www.oasis-open.org/apps/org/workgroup/board/email/archives/200707/msg00014.html.
227	
228	RESOLUTION 2007-08-01.04: RESOLVED, that the Member Section Policy v2.1 be approved
229	as described in the file MemberSection Policy v2.1-20070725-clean.pdf.
230	
231	RESOLUTION 2007-08-01.04a (to amend): RESOLVED, Remove double quote at line
232	18 and change red to black font at lines 268-270.
233	Approved unanimously
234	
235	MOTION 2007-08-01.04b (to amend): Remove "or non-members" at line 98.
236	
237	RESOLUTION 2007-08-01.04c (to amend) (to substitute): Move to substitute "A
238	member section may be created by submitting for Board approval a proposed Rules of
239	Procedure." for "One or more OASIS Members or non-members may request the
240	formation of a Member Section by creating a proposed set of Rules of Procedure, that
241	comply with this Policy." at lines 98-99.
242	Approved [9-2-0]
243	
244	

245 RESOLUTION 2007-08-01.04d (to amend): RESOLVED, At line 212 replace "Member
246 Section Technical Committees" with "Affiliated Technical Committees" (in heading).
247 Approved Unanimously
248
249 RESOLUTION 2007-08-01.04e (to amend): RESOLVED, Strike "significantly" at line
250 221 in section 4.0, membership model.
251 Approved Unanimously
252
253 RESOLUTION 2007-08-01.04f (to amend): RESOLVED, Replace "OASIS members"
254 with "OASIS Members" at lines 234, 238 section 4.2 and 4.3.
255 Approved Unanimously
256
257 MOTION 2007-08-01.04g (to amend): Strike line "Unless to unless" at line 266-267.
258 Motion withdrawn
259
260 RESOLUTION 2007-08-01.04h (to amend): RESOLVED, Delete "default" at section
261 5.3, Qualified Electors within a Member section, line 266 and also delete first sentence
262 in this section ("The manner in which a Member Section conducts elections...)".
263 Approved unanimously
264
265 RESOLUTION 2007-08-01.04i (to amend): RESOLVED, At line 268-269 replace
266 "someone else; where the designated Qualified Elector must be of " with "an alternate
267 representative from".
268 Approved unanimously
269
270 RESOLUTION 2007-08-01.04j (to amend): RESOLVED, At line 127, last line of item c
271 replace "the Qualified Elector" with "a Qualified Elector".
272 Approved unanimously
273
274 Main motion as amended approved unanimously
275
276 *<Dr Carol Cosgrove Sacks left the meeting>*
277
278 **5. TC Process Committee Proposals**
279
280 Jamie Clark introduced TC Process policy revisions proposed by the TC Process committee. Changes
281 relate to elimination of joint committees, changing the word "submit" in places to remove implications
282 of the receiver having discretion, updating the standardization voting rule related to "No" votes, adding
283 a definition for IPR and changing alphabetization of definitions.
284
285 RESOLUTION 2007-08-01.05: RESOLVED, Accept this as "A item" for agenda.
286 Approved unanimously.
287
288 The Board discussed the proposed change deprecating and removing the joint committee section and
289 definition from the TC Process, by leaving strike-out in policy so that current existing joint committee
290 can operate until the end of the year.
291

292   RESOLUTION 2007-08-01.06: RESOLVED, Approve changes as in red-line http://www.oasis-
293   open.org/apps/org/workgroup/board/email/archives/200707/msg00024.html
294
295   MOTION 2007-07.06a (to amend): RESOLVED, retain Joint Committee language
296   (definition and section 2.16).
297   Defeated [2-8-1]
298
299   Main motion approved [8-3-0]
300
301 **6. Financial Reports**
302
303 *<Cathie Mayo joined the meeting>*
304
305 Patrick Gannon presented the June Operations Report and the 2007 Q3-Q4 Financial Forecast. The
306 Board discussed issues related to the budget, cash flow and revenue related to business development.
307
308 *<Carol Geyer joined the meeting during the Finance discussion.>*
309
310 ACTION-2007-08-01.01: Patrick to include Year to Date information in the membership and
311 sponsorship revenue section of the monthly operations reports, in addition to monthly data.
312
313 **7. IT Infrastructure Plans**
314
315 *<Cathie Mayo left meeting>*
316 *<Greg Rundlett joined during this session>*
317
318 Eduardo Gutentag gave a summary of the work of the IT Infrastructure committee and reviewed the
319 issues list. He noted that the committee has improved communication between the OASIS Board and
320 OASIS IT Staff. Among other things, the committee has focused on member support, support for
321 primary contacts including primary approvals, improvements to primary dashboard, continued work on
322 roster management, and library management.
323
324 **8. Staff Presentations**
325
326 *<Robin Cover joined the meeting>*
327
328 OASIS Staff members gave staff reports.
329
330 Greg Rundlett gave an overview of improvements to the IT Infrastructure which has included
331 improvements to management, availability and documentation of the IT infrastructure, email and
332 archiving and support for providing OASIS site in a variety of languages. Plans are in place to preview
333 work on the OASIS Library with the OASIS Technical Advisory Board (TAB). Work is progressing on
334 a possible search service of OASIS publicly accessible content.
335
336 *<Robin Cover left the meeting><Mary McRae joined the meeting>*
337
338 Jamie Clark and Mary McRae provided an update on Standards Development TC Administration.
339 Recent improvements have included providing technical committees templates and guidelines. The

340 number of TCs has remained roughly level at around 65 TCs but the amount of help needed by TCs
341 may increase. The Board briefly discussed the role of the TAB in work related to standards
342 development issues.
343
344 *<Mary McRae left the meeting>*
345
346 Carol Geyer provided an update on Marketing and Communications. Involvement of the TAB was
347 considered as part of the discussion. The home page now includes a "Take a Tour" walk-through that
348 gives an introduction to OASIS and may be translated into additional languages.
349
350 The Board discussed the potential need to verify foreign language translations of OASIS material for
351 correctness, timeliness and suitable interpretations.
352
353 Scott McGrath discussed Member Services and Administration. OASIS has mail lists for members to
354 be able to discuss OASIS topics of interest, including the member-discuss and board-discuss lists.
355 OASIS staff have conducted a survey of OASIS members.
356
357 *<Pim van der Eijk and Dr Carol Cosgrove-Sacks joined the meeting during the member services*
358 *discussion>*
359
360 Patrick Gannon gave an overview of Business Development. The China Regional office has produced
361 a Chinese-language OASIS brochure. OASIS staff is considering how to improve business
362 development related to Europe and the insurance and health care verticals.
363
364 Dr Carol Cosgrove-Sacks discussed Liaison efforts including developing relationships with other
365 organizations, including ICTSB and WHO. Work is ongoing to establish measures related to liasion
366 activities. OASIS has increased its visibility with European government and standards organizations.
367
368 Pim van der Eijk gave overview of OASIS team activity in Europe, which includes contacting members
369 for feedback and information sharing, new member recruitment, holding the European Adoption Forum
370 (now known as the Open Standards Forum) and liaison work. OASIS has significant membership in,
371 and participation from, European participants.
372
373 **9. Liaison Organization Status Review**
374
375 Dr Carol Cosgrove-Sacks outlined OASIS involvement in an EU ICT standards policy review that
376 should enable OASIS to achieve European recognition of OASIS standards. She noted that the World
377 Bank joined OASIS in 2007 and that activities with the United Nations are progressing.
378
379 Patrick Gannon reviewed the Liaison Status Report, noted that some MoUs may be discussed at the
380 September Board meeting.
381
382 *<All OASIS Staff members left the meeting>*
383
384 **10. Staffing Committee Report**
385
386 Michael Winters provided a summary of the Staffing committee meeting with OASIS staff and
387 provided an update on the 360 review plans.

388 ACTION-2007-08-01.02: Staffing committee to review and finalize 360 review questions and
389 guidelines so as to be suitable for both OASIS Board and staff, within 10 days.
390
391 ACTION-2007-08-01.03: Patrick to provide plan for execution of the 360 review within 30 days of
392 approval by the Board.
393
394 **11. General Organization Health**
395
396 Board Directors held their regular discussion regarding general OASIS organizational health.
397
398 ACTION-2007-08-01.04: Board and TAB to discuss the TAB becoming more involved with OASIS
399 liaison activities.
400
401 ACTION-2007-08-01.05: Board and TAB to discuss the TAB continuing TC Charter review.
402
403 ACTION-2007-08-01.06: Board and TAB to discuss the TAB supporting staff goals, in particular
404 documentation activities.
405
406 **12. Outside Directors Discussion**
407
408 The outside Directors had their regular governance review of OASIS legal, regulatory, management
409 and financial topics.
410
411 **13. Recess**
412
413 The Board recessed for the day at 6:20 pm ET and reconvened at 8:35 a.m ET on Thursday, 2 August
414 2007. All Directors and no Staff members were present when the meeting reconvened.
415
416 **Directors in Attendance**
417 Patrick Gannon, OASIS President and CEO
418 Eduardo Gutentag, Chairman
419 Ed Cobb, Vice Chairman
420 Frederick Hirsch, Secretary
421 Mike DeNicola, Treasurer and Finance Committee Chair
422 Peter Brown
423 Bob Glushko
424 Paul Knight
425 Jeff Mischkinsky
426 Claus von Riegen
427 Michael Winters
428
429 **Staff in Attendance**
430 Jamie Clark, OASIS Staff
431 Cathie Mayo, OASIS Staff
432 Mary McRae, OASIS Staff
433
434
435

TAB Members in Attendance
Abbie Barbir (by teleconference)
Martin Chapman
Bill Cox (by teleconference)
Jacques Durand
Andy Lee
Hal Lockhart
Pete Wenzel (by teleconference)

Regrets
Bill Barnhill, TAB (sick).

14. Review of Agenda

The agenda for the day was reviewed and approved as revised.

ACTION 07-08-02.01: Jamie Clark to update approved TC Process with following editorial changes, line 593 "schemaand" needs a blank - line 751 strike one "the".

15. Installation of New Directors

Peter Brown was installed as a Board Director and Appreciation was expressed for Departing Director Chris Kurt.

> RESOLUTION 2007-08-02.01: RESOLVED, the Board expresses appreciation to Chris Kurt for his six years of service on the OASIS Board of Directors.
> Approved unanimously

16. Election of Officers & Committee Assignments

The Board voted on filling various Board positions. Unless noted all positions had a single candidate and an unanimous election.

Nominations for Treasurer included Jim Hughes and Mike DeNicola. The Board voted in favor of Mike DeNicola [9-2-0] for Treasurer.

The Board discussed whether to continue to have Member Section Policy committee or to integrate that work into the TC Process committee.

> RESOLUTION 2007-08-02.02: RESOLVED, Rename the TC Process committee to the Process committee and make it responsible for both TC Process and Member Section Policy Committee work.
> Motion Passes [7-4-0]

ACTION 07-08-02-02: Staff Change name of TC Process Committee to Process Committee where appropriate on web site.

484   RESOLUTION 2007-08-02.03: RESOLVED, that the following individuals are hereby elected
485   to the office or position indicated below, each to serve until he or she resigns or is removed, or
486   is otherwise disqualified to serve, or until his or her successor shall be elected and qualified,
487   whichever occurs first.

488   OASIS Officer and Board Committee assignments for 2007-2008 are as follows:

489

Board Positions	
Chairman	Eduardo Gutentag
Vice Chairman	Ed Cobb
Secretary	Frederick Hirsch
Treasurer	Mike DeNicola
Finance & Auditing Committee Chair	Mike Denicola
Finance & Auditing Committee Members	Patrick Gannon, Eduardo Gutentag, Frederick Hirsch, Jeff Mischkinsky (Staff: Cathie Mayo), [Invited expert: Jim Hughes]
IPR Committee Chair	Ed Cobb
IPR Committee Members	Mike DeNicola, Bob Glushko, Eduardo Gutentag, Frederick Hirsch, Jeff Mischkinsky, Claus von Riegen, Michael Winters, (Staff: Jamie Clark voting, Robin Cover, Scott McGrath)
IT Infrastructure Committee Chair	Claus von Riegen
IT Infrastructure Committee	Peter Brown, Patrick Gannon, Eduardo Gutentag, Paul Knight (Staff: Greg Rundlett voting, Mary McRae, Robin Cover)
Outreach Chair	Ed Cobb
Outreach Committee Members	Peter Brown, Patrick Gannon, Bob Glushko, Frederick Hirsch (Staff: Carol Geyer voting)
Staffing Committee Chair	Paul Knight
Staffing Committee Members	Ed Cobb, Eduardo Gutentag, Jeff Mischkinsky
Strategy Committee Chair	Frederick Hirsch
Strategy Committee Members	Peter Brown, Bob Glushko, Paul Knight, Patrick Gannon, (Staff: Scott McGrath, Carol Cosgrove-Sacks)
TAB Liaison Staff Representative	Board Liaison to TAB: Peter Brown Staff representative to TAB: Mary McRae
Process Committee Chair	Jeff Mischkinsky
Process Committee Members	Patrick Gannon, Eduardo Gutentag, Paul Knight, Claus von Riegen, Michael Winters (Staff: Jamie Clark voting, Mary McRae, Dee Schur, Robin Cover)

490
491   Approved unanimously

492
493 *ACTION 07-08-02.03:* Chair of the OASIS Board IPR Committee to submit a charter to the Board for
494 approval by the next Board meeting.
495
496 *ACTION 07-08-02.04:* Chair of the OASIS Board IT Infrastructure Committee to submit a charter to
497 the Board for approval by the next Board meeting.
498
499 *ACTION 07-08-02.05:* Chair of the OASIS Board Outreach Committee to submit a charter to the
500 Board for approval by the next Board meeting.
501
502 *ACTION 07-08-02.06:* Chair of the OASIS Board Process Committee to submit a charter to the Board
503 for approval by the next Board meeting.
504
505 *ACTION 07-08-02.07:* Mike DeNicola to check with Jim Hughes whether he is interested in being
506 chair of Finance committee.
507
508 *<Andy Updegrove (OASIS Attorney) and Nancy James (Insurance Broker), Jamie Clark, Cathie Mayo*
509 *joined meeting>*
510
511 **17. Review of Directors & Officers Insurance**
512
513 Nancy James discussed and described the Errors & Omissions policy. Andy Updegrove discussed risk
514 management, anti-trust issues and Board best practices.
515
516 *< Nancy James and Cathie Mayo left meeting>*
517
518 **18. Bylaws revisions**
519
520 *<Andy Updegrove (OASIS Attorney) was present for this agenda item>*
521
522 Patrick Gannon introduced proposed changes to the Bylaws to make the Bylaws consistent with the
523 Member Section Policy, to remove language related to "Executive Director", since OASIS has had a
524 President since 2001, and to capitalize Board uniformly.
525
526 RESOLUTION 2007-08-02.04: RESOLVED, that the Board of Directors approves the revised
527 OASIS Bylaws which includes changes in Article 12, Section 3 Member Sections to clarify the
528 purpose of Member Sections and align the text with the Board approved Member Section
529 Policy, to remove references to Executive Director, and to make other grammatical editing
530 changes, as shown in the file: "Bylaws 20070719-redline.pdf".
531
532 RESOLUTION 2007-08-02.04a (to amend): RESOLVED, Capitalize Rules of
533 Procedure
534 Approved Unanimously
535
536 RESOLUTION 2007-08-02.04b (to amend): RESOLVED, At line 56 Change "Board of
537 Directors" to "Board of Directors (hereinafter referred to as the Board)" and replace all
538 subsequent usage of "Board of Directors" to"Board".
539 Approved Unanimously

RESOLUTION 2007-08-02.04c (to amend): RESOLVED, Change "Directors" with "Board" at line 117.
Approved Unanimously

RESOLUTION 2007-08-02.04d (to amend): RESOLVED, After 1052 ",to allow OASIS staff to perform certain duties with Board approval (Article 4, Section 10), and to change all references of Board of Directors to Board."
Approved Unanimously

Approved Unanimously

Jamie Clark indicated that we should send Members notice due to membership agreement in addition to general good practice of sharing information with members.

ACTION 07-08-02.08: Staff to cause notice of Bylaws change in accordance with section 2.4 and section 5 to OASIS membership agreement.

In response to Board discussion Andy Updegrove indicated that an explicit Board authorization to delegate (subject to the Secretary's supervision) Secretary obligations to OASIS Staff is not required as it is common practice implied by statute.

<Andy Updegrove left the meeting>

RESOLUTION 2007-08-02.05: RESOLVED, Secretary to provide draft minutes to legal counsel for review before distributing to Board.
Approved [10-0-1]

19. Strategy Committee Review

Frederick Hirsch summarized Strategy committee status, presented a draft revised Strategy document for feedback, and discussed a Strategy Scorecard being used by the strategy committee for setting committee priorities.

20. Planning of Meetings for next 4 quarters

The Board created a schedule for upcoming Board meetings:

Board Face-to-Face Meeting Schedule:
Beijing meeting F2F – 30 November 2007, 1 December 2007
Atlanta or other East Coast, 7 February, 8 February 2008
14th April San Francisco - Symposium
30-31 July 2008, Burlington MA

Board Teleconference Schedule 8-10 PT, 11-1 Eastern,
27 September 2007
26 October 2007
20 December 2007

588   20 March 2008
589   22 May 2008
590   25 June 2008
591
592   *<TAB members Martin Chapman, Jacques Durand, Andy Lee, Hal Lockhart joined the meeting>*
593   *<TAB members Abbie Barbir, Bill Cox, Pete Wenzel joined by teleconference>*
594
595   **21. TC Process Review**
596
597   Jeff Mischkinsky presented information about potential process changes related to having an
598   informational process track in addition to a specification process track.
599
600   The TAB, Board and Staff discussed issues around this topic. The Board Strategy Committee would
601   like to review this proposal. The Board discussed the need to determine whether licensing obligations
602   should apply for informational items and if so then the IPR committee will need to review the IPR
603   policy and Process proposal with this in mind.
604
605   **22. TAB Review**
606
607   Hal Lockhart presented slides outlining TAB status and information. Hal noted that having the TAB
608   work directly with the Board TC Process committee over the last year has been very effective even if
609   less visible. Jacques Durand described TAB work on the OASIS Symposium, including review of the
610   2007 Symposium. The TAB improved the quality, had two tracks instead of only one, and had
611   increased participation from Asia. The TAB and Board discussed new possibilities for future Symposia
612   and the TAB requested feedback on this topic.
613
614   *ACTION 07-08-02.09:* Staff to consolidate feedback from 2007 Symposium and provide to the TAB
615   and the Board.
616
617   *<This agenda item is continued in item Agenda item 26>.*
618
619   **23. Review Action Item Status**
620
621   *<No TAB or Staff members were present during this agenda item>*
622
623   Frederick Hirsch summarized action items closed at this meeting and new actions recorded at this
624   meeting.
625
626   *ACTION 07-08-02.10:* Convey Board meeting schedule of week of 14 April to TAB for Symposium
627   planning.
628
629   *ACTION 07-08-02.11:* Vote to approve TAB recommended Process Committee member once TAB has
630   elected candidate.
631
632   RESOLUTION 2007-08-02.06: RESOLVED, Enter Executive Session to discuss legal issues.
633   Approved Unanimously
634
635

636 The Board entered Executive Session to discuss legal matters

637

638 The Board concluded this Executive Session.

639

640 **24. Board Discussion of Items from Staff Review**

641

642 The Board discussed material based on the Staff review.

643

644 *<Bob Glushko and Michael Winters left meeting>*

645

646 **25. TAB Review (Continued)**

647

648 *<TAB members Martin Chapman, Jacques Durand, Andy Lee, Hal Lockhart joined the meeting>*

649 *<TAB members Abbie Barbir, Bill Cox, Pete Wenzel joined by teleconference>*

650 <Jamie Clark, Mary McRae joined the meeting>

651

652 Martin Chapman, TAB participant on the TC Process committee, gave an overview of TAB inputs to

653 TC Process committee. Hal Lockhart gave an overview of the TAB member communications work of

654 the TAB. A TAB wiki has been created for the public. BillCox outlined TAB efforts with staff to create

655 webinars that could be useful to OASIS members.

656

657 The Board and TAB discussed the planned Board schedule and potential impact on Symposium or

658 Board scheduling (completing ACTION 07-08-02-10), as well as TAB involvement in OASIS liaison

659 activities, TC Charter review and documentation activities, completing actions ACTION-2007-08-01-

660 03, ACTION-2007-08-01-04, ACTION-2007-08-01-05).

661

662 **26. Wrap-Up and Adjourn**

663

664 RESOLUTION 2007-08-02.07: RESOLVED, The OASIS Board thanks BEA for hosting the

665 OASIS Board and TAB F2F at the BEA location.

666 Unanimously approved.

667

668 The meeting adjourned at 3:00 p.m. ET.

669

670 Respectfully Submitted,

671

672

673

674

675 Frederick Hirsch

676 Secretary