1 **OASIS Board of Directors Meeting**
2 27 September 2007, Board Approved
3
4 Held by teleconference. Thanks to BEA Systems for providing the teleconference bridge.
5
6 **Directors in Attendance**
7 Patrick Gannon, OASIS President and CEO
8 Eduardo Gutentag, Chairman
9 Ed Cobb, Vice Chairman
10 Frederick Hirsch, Secretary
11 Mike DeNicola, Treasurer and Finance Committee Chair
12 Paul Knight
13 Jeff Mischkinsky
14 Claus von Riegen
15 Michael Winters
16
17 **Directors not in attendance**
18 Peter Brown (Unable to connect to teleconference)
19 Bob Glushko (Regrets)
20
21 **Staff in Attendance**
22 Scott McGrath, OASIS Staff
23
24 **1. Welcome, Goals and Agenda Review**
25
26 Eduardo Gutentag convened the meeting at 9:05 a.m. PT. Nine directors were present when the
27 meeting convened. The meeting agenda was reviewed and approved.
28
29 **2. Review & Approval of Minutes & Action Item Review.**
30
31 Frederick Hirsch presented the meeting minutes from the 1-2 August 2007 Board meeting for approval.
32
33   RESOLUTION 2007-09-27.01, RESOLVED, accept the 1-2 August 2007 Minutes v5, as
34   previously distributed (v5 posted on 21 September to Board list).
35
36   Approved unanimously.
37
38 *Review of Open Action Items*
39
40 ACTION ITEM 2007-01-24.08: TC Process committee to consider (a) the range of final deliverables
41 produced by TCs and (b) how to avoid standards inflation, producing a recommendation by the August
42 OASIS Board meeting.
43 Status: Open.
44
45 ACTION-2007-08-01.01: Patrick to include Year to Date information in the membership and
46 sponsorship revenue section of the monthly operations reports, in addition to monthly data.
47 Status: Completed. Cathie & Patrick implemented in July Operations Report.
48

49 ACTION-2007-08-01.02: Staffing committee to review and finalize 360 review questions and
50 guidelines so as to be suitable for both OASIS Board and staff, within 10 days.
51 Status: Open
52
53 ACTION-2007-08-01.03: Patrick to provide plan for execution of the 360 review within 30 days of
54 approval by the Board.
55 Status: Open. This is pending completion of ACTION-2007-08-01.02.
56
57 ACTION-2007-08-01.04: Board and TAB to discuss the TAB becoming more involved with OASIS
58 liaison activities.
59 Status: Completed. This was discussed at joint session with TAB on 2 Aug.
60
61 ACTION-2007-08-01.05: Board and TAB to discuss the TAB continuing TC Charter review.
62 Status: Completed. This was discussed at joint session with TAB on 2 Aug.
63
64 ACTION-2007-08-01.06: Board and TAB to discuss the TAB supporting staff goals, in particular
65 documentation activities.
66 Status: Completed. This was discussed at joint session with TAB on 2 Aug.
67
68 ACTION 07-08-02.01: Jamie Clark to update approved TC Process with following editorial changes,
69 line 593 "schemaand" needs a blank and at line 751 strike one "the".
70 Status: Completed. Revised TC Process posted on www.oasis-open.org 22 Aug.
71
72 ACTION 07-08-02-02: Staff Change name of TC Process Committee to Process Committee where
73 appropriate on web site.
74 Status: Completed. Staff updated committee name on 13 Sep.
75
76 *ACTION 07-08-02.03:* Chair of the OASIS Board IPR Committee to submit a charter to the Board for
77 approval by the next Board meeting.
78 Status: Open. Chair planning to provide at next OASIS Board meeting.
79
80 *ACTION 07-08-02.04:* Chair of the OASIS Board IT Infrastructure Committee to submit a charter to
81 the Board for approval by the next Board meeting.
82 Status: Open. Chair planning to provide at next OASIS Board meeting.
83
84 *ACTION 07-08-02.05:* Chair of the OASIS Board Outreach Committee to submit a charter to the Board
85 for approval by the next Board meeting.
86 Status: Open. Chair planning to provide at next OASIS Board meeting.
87
88 *ACTION 07-08-02.06:* Chair of the OASIS Board Process Committee to submit a charter to the Board
89 for approval by the next Board meeting.
90 Status: Open. Chair planning to provide at next OASIS Board meeting.
91
92 *ACTION 07-08-02.07:* Mike DeNicola to check with Jim Hughes whether he is interested in being
93 chair of Finance committee.
94 Status: Completed. Mike DeNicola will remain chair of Finance committee.
95

96 *ACTION 07-08-02.08:* Staff to cause notice of Bylaws changed in accordance with section 2.4 and
97 section 5 to OASIS membership agreement.
98 Status: Completed. Scott M. sent notice to primary reps and to the Official Notice contact on 17 Aug.
99
100 *ACTION 07-08-02.09:* Staff to consolidate feedback from 2007 Symposium and provide to the TAB
101 and the Board.
102 Status: Open.
103
104 *ACTION 07-08-02.10:* Convey Board meeting schedule of week of 14 April to TAB for Symposium
105 planning.
106 Status: Completed.
107
108 *ACTION 07-08-02.11:* Vote to approve TAB recommended Process Committee member once TAB has
109 elected candidate.
110 Status: Completed during this call.
111

112 **3. Review of Follow-up to Board Resolutions**
113
114 Frederick Hirsch led review of status of follow up actions to resolutions approved at previous Board
115 meetings.
116
117 *Resolutions from 22 June 2007*
118
119 RESOLUTION 2007-06-22.03: RESOLVED, that the TC Process be revised to allow HTML to be
120 used as an alternative to XHTML, as noted in email from Jeff Mischkinksy in 20 June email to Board
121 list: "HTML/XHTML motion for June Board Meeting"
122 Status: Closed. Approved revised policy posted to policy web page.
123
124 RESOLUTION 2007-06-22.05: RESOLVED, that the OASIS Mission statement be changed to "To
125 drive the development, convergence and adoption of open standards for the global information
126 society.", effective immediately.
127 Status: Open. Additional web page updates required, including strategy document, FAQ, A4, PDFs.
128 Pages referencing the Mission Statement only have been updated. Pages referencing the Mission
129 Statement and Strategy document will be updated after the Strategy revisions are approved.
130
131 *Resolutions from 1-2 August 2007*
132
133 RESOLUTION 2007-08-01.01: RESOLVED, accept the 22 June 2007 Minutes, as previously
134 distributed (v4 posted on 16 July to Board list).
135 Status: Completed. Minutes posted on website 16 Aug.
136
137 RESOLUTION 2007-08-01.02: RESOLVED, that the modified Rules of Procedure for the CGM Open
138 Member Section be approved as described in the file CGMOpenRoP-20070710a.pdf.
139 Status: Completed. CGM Open RoP pending posting to www.cgmopen.org website.
140
141 RESOLUTION 2007-08-01.03 (as amended, see minutes) : RESOLVED, that the Rules of Procedure
142 for the eGovernment Member Section be approved as described in the file eGovMember Section RoP-

143   20070725a.pdf.
144   Status: Completed. eGovernment MS RoP posted on www.oasis-egov.org 29 Aug.
145
146   RESOLUTION 2007-08-01.04 (as amended, see minutes): RESOLVED, that the Member Section
147   Policy v2.1 be approved as described in the file MemberSection Policy v2.1-20070725-clean.pdf.
148   Status: Completed. Revised Member Section Policy posted on
149   www.oasis-open.org 24 Aug.
150
151   RESOLUTION 2007-08-01.05: RESOLVED, Accept this as "A item" for agenda.
152   Status: Completed.
153
154   RESOLUTION 2007-08-01.06: RESOLVED, Approve changes as in red-line http://www.oasis-
155   open.org/apps/org/workgroup/board/email/archives/200707/msg00024.html
156   Status: Completed. Revised TC Process posted on www.oasis-open.org 22 Aug.
157
158   RESOLUTION 2007-08-02.01: RESOLVED, the Board expresses appreciation to Chris Kurt for his
159   six years of service on the OASIS Board of Directors.
160   Status: Completed.
161
162   RESOLUTION 2007-08-02.02: RESOLVED, Rename the TC Process committee to the Process
163   committee and make it responsible for both TC Process and Member Section Policy Committee work.
164   Status: Completed. See ACTION 07-08-02-02.
165
166   RESOLUTION 2007-08-02.03 (see minutes for table): RESOLVED, that the following individuals are
167   hereby elected to the office or position indicated below, each to serve until he or she resigns or is
168   removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and
169   qualified, whichever occurs first.
170   Status: Completed. All Board committee rosters updated.
171
172   RESOLUTION 2007-08-02.04 (as amended, see minutes): RESOLVED, that the Board of Directors
173   approves the revised OASIS Bylaws which includes changes in Article 12, Section 3 Member Sections
174   to clarify the purpose of Member Sections and align the text with the Board approved Member Section
175   Policy, to remove references to Executive Director, and to make other grammatical editing changes, as
176   shown in the file: "Bylaws 20070719-redline.pdf".
177   Status: Completed. Revised Bylaws posted on www.oasis-open.org 16 Aug.
178
179   RESOLUTION 2007-08-02.05: RESOLVED, Secretary to provide draft minutes to legal counsel for
180   review before distributing to Board.
181   Status: Completed. Draft minutes sent to Andy Updegrove prior to distribution to Board.
182
183   RESOLUTION 2007-08-02.06: RESOLVED, Enter Executive Session to discuss legal issues.
184   Status: Completed
185
186   RESOLUTION 2007-08-02.07: RESOLVED, The OASIS Board thanks BEA for hosting the OASIS
187   Board and TAB F2F at the BEA location.
188   Status: Completed
189

190 **4. Strategy Goals**
191
192   RESOLUTION 2007-09-27.02, RESOLVED: the Board of Directors approves the revised
193   OASIS Strategy, as shown in the file: "oasis-strategy-draft-07-08-10-v15.pdf ".
194
195   RESOLUTION 2007-09-27.02a, RESOLVED (to amend): At line 34 replace "of" with
196   "caused by"
197   Approved unanimously.
198
199   RESOLUTION 2007-09-27.02b, RESOLVED (to amend): At line 70, remove "higher
200   quality and"
201   Approved unanimously
202
203   Approved unanimously as amended
204
205 **5. Approval of Committee Assignments**
206
207   RESOLUTION 2007-09-27.03, RESOLVED: Approve Bill Barnhill as TAB representative on
208   IT Infrastructure Committee.
209   Approved unanimously
210
211   RESOLUTION 2007-09-27.04, RESOLVED: Approve Martin Chapman as TAB representative
212   on Process Committee.
213   Approved unanimously
214
215   RESOLUTION 2007-09-27.05, RESOLVED: The OASIS Board invites each MS Steering
216   Committee to designate an invited expert representative to the Process Committee in accordance
217   with the standing rules.
218
219   RESOLUTION 2007-09-27.05a, RESOLVED (to amend): Insert "Board" before
220   "standing rules"
221   Approved unanimously
222
223   Approved unanimously
224
225 *<Scott McGrath joins the call>*
226
227 **6. Web Services Healthcare Member Section Rules of Procedure**
228
229 Patrick introduced draft member section RoP (see email from Scott McGrath on 20 September
230 "WSHC_OASIS_ROP-Rev5-20070920") and discussed issues and revisions to date.
231
232 Some concern was expressed over any funding model that removes dues from OASIS general funds. A
233 request was also made that when member section RoPs are proposed that the Board be informed of
234 supporting organizations.
235
236 *<Scott McGrath leaves the call>*
237

238 **7.   OASIS Staffing Committee Status**
239
240 Paul Knight presented the latest 360-degree survey and questions, as provided in his email sent on 21
241 September, "Edited 360-degree Feedback Survey. The Board discussed how results might be compiled.
242
243 **8.   OASIS Anti-Trust Memo**
244
245 The Board discussed the material on anti-trust sent by Frederick Hirsch to the Board, a memorandum
246 from OASIS legal counsel on the topic, and next steps for sharing anti-trust information with the
247 membership.
248
249 **9.   OASIS Finance Committee Status**
250
251 Patrick Gannon presented the July and August Operations Reports and the 2007 Financial forecast. The
252 Board discussed the financial status of the organization, including the status of OASIS new member-
253 ships, renewals, revenue and cash position. The Board discussed membership dues trends, including the
254 impact of increased numbers of member sections.
255
256 ACTION 2007-09-27.01: The finance committee to review member section policy with respect to OA-
257 SIS finances.
258
259 **10. Adjourn**
260
261 The meeting adjourned at 10:05am PT.
262
263 Respectfully Submitted,
264
265
266
267
268 Frederick Hirsch
269 Secretary