

Meeting Logistics

Venue

The meeting was conducted by teleconference at 13:00 ET

Teleconference Bridge

Thanks to Oracle for providing the teleconference bridge.

Meeting Documents

All meeting documents were available to Board members in the Kavi Board Plus workspace.

Attendance

Directors Present:

- Martin Chapman
- Frederick Hirsch
- Gershon Janssen
- Bret Jordan
- Jason Keirstead
- Margaret LaBrecque
- Paul Lipton
- Beth Pumo
- Daniel Riedel
- Bruce Rich
- Richard Struse

Staff Present:

- Chet Ensign
- Carol Geyer
- Scott McGrath

Apologies received:

- None

Minutes

1. Welcome, Agenda Review

Gershon Janssen, Chair, presided at the meeting. Bruce Rich, Secretary, took the minutes.

The Chair called the meeting to order and took roll call. With all 11 Directors present, the meeting was quorate. The draft agenda was adopted as posted.

2. Approval of Minutes

Bruce Rich, Secretary, led the discussion.

One amendment to the draft minutes for the 24-26 July 2019 Board meeting was made and the motion to approve amended minutes was moved by Frederick Hirsch and approved by unanimous consent.

3. Search (ad-hoc) Committee Update

Gershon Janssen, Board Chair, led the discussion.

The committee was put in place in July. One meeting has been held. The committee's first work item is to create a charter and submit it for Board approval. After the charter is complete, the next work item is the job description, with completion targeted for early November. The intent is that the search will be public, so it will be published through usual channels (website, personal contacts, etc) and not immediately engage an executive search firm. The hope is that the search to fill the vacancy in OASIS executive leadership could be completed in 3-5 months.

No motions were recorded.

4. OASIS Business Update

Carol Geyer, Chief Development Officer, led the discussion.

Borderless Cyber was a good event for OASIS. Partnering with KuppingerCole and IACD at the National Press Club facility in DC was successful in drawing over 200 attendees (including 5 OASIS directors). Feedback expressed praise for the content, services and program. We expect to show a small profit on the venture.

The Open CyberSecurity Alliance (OCA) was formally launched at Borderless Cyber, with 18 sponsors (and another sponsor signed on at the event). This has been the most successful Open Project thus far and puts us over budgeted revenue for 2019 for OPs.

There's also activity on the TC front. The CACAO (Collaborative Automated Course of Action Operations) TC has launched, drawing in several new OASIS members (and many current members). The Threat Actor Context (TAC) TC has published a call for comment, as has the Lexicographic Infrastructure Data Model and API (LEXIDMA) TC.

No motions were recorded.

5. Finance Advisory Committee Report

Frederick Hirsch, Treasurer, led the discussion. The discussion was held in executive session. No motions were recorded.

6. OASIS Membership Dues Discussion

Scott McGrath, Chief Operations Officer, led the discussion.

The Board has had regular discussions about the wisdom of keeping member dues in line with inflation. The beginning of a new year is a reasonable point to institute an updated dues structure. In line with those two ideas, a modest dues increase of around 5% was proposed and a draft of the details provided prior to this meeting. After reviewing the draft, a motion to adopt the proposal was made by Frederick Hirsch and approved by unanimous consent. The dues increase will be effective 1 January 2020.

7. Subcommittee Charter Updates

Gershon Janssen, Chair, introduced a review of two updated Advisory Committee charters. Frederick Hirsch, Governance Advisory Committee chair, led the discussion on the draft charter for the newly-combined Governance and IPR Advisory Committee. With minor tweaks to the draft, Martin Chapman moved to adopt, and the motion passed with unanimous consent. Martin Chapman, Process Advisory Committee chair, led the discussion on the draft revised charter for the Process Advisory Committee. After some discussion about potentially allowing staff to vote on that Advisory Committee, the draft was adopted minus that provision. Frederick made the motion and it was approved with unanimous consent.

8. Liaison Update

Jamie Clark, General Counsel, reported recent developments via update to the Board-Plus mailing list, but was unable to provide a summary in person due to travel schedule. The details are posted at <https://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201910/msg00018.html>.

9. Future Meetings/AOB

Gershon Janssen, Chair, reviewed the future meeting schedule.

Future Meeting Schedule
November 2019, Polling for date/time, Teleconference
December 2019, Polling for date/time, Teleconference

There was some preliminary discussion of a F2F in early 2020, especially if candidate search has progressed far enough to merit meeting candidates. Nothing was locked in, but the tentative timeframe discussed was early February.

10. Adjournment

The meeting was adjourned by Gershon Janssen at 15:04 EDT.

Outstanding Action Items

All outstanding action items are grouped together here for ease of reference. However, some of these action items may be reviewed elsewhere in the minutes as part of other discussions.

Action Item 2019-06-25.01 owner: Scott McGrath, target: 2019-08-20 (completed) OASIS Board page updates.
Action Item 2019-07-24.01 owner: Frederick Hirsch, target: 2019-08-20 (completed) Governance Committee and IPR Committee to coalesce, need combined charter.
Action Item 2019-07-24.02 owner: Frederick Hirsch, target: 2019-09-17 Governance and IPR Advisory Committee to take up review of the bylaws, standing rules and committee charters, including potential new membership class(es).
Action Item 2019-07-24.03 owner: Gershon Janssen, target: 2019-09-17 New ad-hoc Search Advisory Committee to convene. First order of business is to define charter, obtain Board approval of said definition. The committee has convened, but not yet defined charter.
Action Item 2019-07-24.04 owner: Scott McGrath, target: 2019-08-20 Investigate cost-effective tooling to produce report on allocation of staff time to projects
Action Item 2019-07-24.05 owner: Scott McGrath/Cathie Mayo, target: 2019-08-20 Investigate mechanisms to add variance analysis to financial report to more easily see significant changes
Action Item 2019-07-24.06 owner: Scott McGrath/Carol Geyer, target: 2019-10-22 Proposal to incentivize current and additional Foundational Sponsors
Action Item 2019-07-24.07 owner: Chet Ensign, target: 2019-10-22 Work with TAB for a plan for TAB revitalization/wrapup.
Action Item 2019-07-24.08 owner: Jamie Clark, target: 2019-08-20 (completed) Initiate Board-Plus list discussion of broader OASIS purview for Open Project sponsors

Resolutions

Resolution 2019-10-22.01

“Board resolves to approve the Executive and Public minutes of the July 24-26, 2019 Board meeting, as published at https://www.oasis-open.org/apps/org/workgroup/board-plus/documents.php?folder_id=3282, with the substitution of ‘making all reasonable effort to attend’ for ‘attending’ in topic 3 of day 2.”

Resolution 2019-10-22.02

“Board resolves to approve the OASIS Member Dues table presented at <https://www.oasis-open.org/apps/org/workgroup/boardplus/email/archives/201910/msg00012.html>, effective 1 January 2020”.

Resolution 2019-10-22.03

“Board resolves to adopt the new Governance and IPR Advisory Committee charter presented at <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/65851/2019-09-03%20Governance%20Charter%20Proposal.pdf>, with any references to ‘subcommittee’ changed to ‘committee’.”

Resolution 2019-10-22.04

“Board resolves to adopt the updated Process Advisory Committee charter presented at <https://www.oasis-open.org/apps/org/workgroup/board-plus/email/archives/201909/msg00001.html>, with the text ‘[shall be voting members of the SC]’ deleted and any references to ‘subcommittee’ changed to ‘committee’.”