The following are notes taken at the 22 November 1999 OASIS Board Meeting (a teleconference). Present: Simon Nicholson, Bill Smith, Bob Sutor, Alan Hester, Jon Parsons, Norbert Mikula, Laura Walker

Absent: Eric Garcia, Mary McRae

AGENDA

1. Operations Report
2. WebSite Discussions
3. Office space
4. PEO (Professional Employment Organization -- benefits)
5. CONFORMANCE TESTING
6. OASIS STAFF
7. BOARD POSITIONS
8. By laws
9. AOB

1. Operations Report - Healthy Cash Position - Only a few problem accounts - Complete Operations Report will be distributed to board after November close

2. WebSite Discussions - Need to identify an IT plan - TABLED TO 12/2/99 F2F - equipment - staffing - consulting services

3. Office space - site inspection 12/2; check references

4. PEO (Professional Employment Organization -- benefits) - OK to move forward w/contract

5. CONFORMANCE TESTING Companies like separation of developing standards from conformance test suites. We believe that this is the relationship we have (D. Connelly conversation). 
- Alan to send an email with background information on SVG conformance testing and its current state. 
- Bill to ask Jon Bosak to contact: Each member with AC rep, who should individually lobby W3C in support of OASIS/NIST developing conformance test suites.

6. OASIS STAFF MANAGING EDITOR RS - Propose that OASIS hire Craig Chevrier as Managing Editor-OASIS websites, staring 22 November NM - 2nd Vote: unanimous
MEMBER SERVICES MANAGER Jon summarized qualifications of favored candidate. Move forward with hiring. JP - Propose that OASIS hire Scott MGrath as Member Services Manager. RS - 2nd Vote: unanimous
7. BOARD POSITIONS - As Simon is now officially a Sun employee, he has resigned as Chair. As President, Bill now serves as acting Chair (according to by-laws). As agreed @ BoD meeting in London, we will go to members with a vote for keeping Simon on the Board through the end of his term.

8. BY LAW REVIEW - Our legal counsel has reacted to the changes to the By Laws the Board has proposed. Changes should be reviewed by CGM Open Board. Board to review and discuss at next F2F meeting.

9. AOB - Upcoming (Y2K) OASIS events - MOVED TO EMAIL. Discussion of sponsoring XML eXcursion (Geek Cruises) - MOVED TO EMAIL.