

1 **OASIS Board of Directors Meeting**

2 30 November 2007 – 1 December 2007, Board approved public minutes.

3
4 Held in person at the Hotel Kempinski, in Beijing, People's Republic of China

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 Bob Glushko
13 Paul Knight
14 Jeff Mischkinsky
15 Claus von Riegen
16 Michael Winters

17
18 **Regrets:**

19 Peter Brown (Unable to travel for medical reasons.)

20
21 **Staff in Attendance**

22 Jamie Clark, OASIS Staff

23
24 **Guests in Attendance**

- 25 Andy Lee, OASIS Technical Advisory Board
26 Jingjing Song, Manager of OASIS China Office
27 Steve Bratt, CEO , W3C
28 Mark Reichardt, President, Open Geospatial Consortium (OGC)
29 Mr Ping Wang, CNIS

30
31 **1. Welcome, Goals and Agenda Review**

32
33 Eduardo Gutentag, the Chairman, presided at the meeting, and Frederick Hirsch, the Secretary, kept the
34 minutes. Mr. Gutentag convened at 9:05 a.m., noting that a quorum was in attendance. Eight directors
35 were present when the meeting convened. The meeting agenda was reviewed and approved with minor
36 changes to accommodate guest scheduling.

37
38 **2. Review & Approval of Minutes & Action Item Review.**

39
40 Frederick Hirsch presented the meeting minutes from the 26 October 2007 Board meeting for approval.

41
42 [RESOLUTION 2007-11-30.01, RESOLVED, accept the 26 October 2007 public and](#)
43 [confidential Minutes v3, as previously distributed \(07-10-26-oasis-board-minutes-](#)
44 [CONFIDENTIAL-draft-v3.pdf and 07-10-26-oasis-board-minutes-public-draft-v3.pdf \) on 12](#)
45 [November 2007.](#)

46
47 [Approved unanimously.](#)

48
49

50 <Michael Winters joined>

51

52 3. Review of Action Items

53

54 ACTION ITEM 2007-01-24.08: TC Process committee to consider (a) the range of final deliverables
55 produced by TCs and (b) how to avoid standards inflation, producing a recommendation by the August
56 OASIS Board meeting.

57 Status: action related to final deliverables completed at this meeting.

58

59 ACTION-2007-08-01.02: Staffing committee to review and finalize 360 review questions and
60 guidelines so as to be suitable for both OASIS Board and staff, within 10 days.

61 Status: Closed at this meeting.

62

63 ACTION-2007-08-01.03: Patrick Gannon to provide plan for execution of the 360 review within 30
64 days of approval by the Board.

65 Status: Open. This is pending completion of ACTION-2007-08-01.02.

66

67 ACTION-2007-08-02.09: Staff to consolidate feedback from 2007 Symposium and provide to the TAB
68 and the Board.

69 Status: Open. Peter to submit TAB's report to the Board.

70

71 ACTION 2007-09-27.01: The finance committee to review member section policy with respect to
72 OASIS finances.

73 Status: Closed at this meeting.

74

75 ACTION-2007-10-26.01: Staff to schedule TAB election, considering nominations closing 30 Nov,
76 balloting closing 4 January.

77 Status: Completed. TAB elections & schedule have been announced.

78

79 ACTION-2007-10-26.02: Patrick Gannon to develop CEO letter for OASIS board review and approval
80 for November F2F addressing anti-trust issues.

81 Status: Open. Patrick Gannon was requested at this meeting to develop 1-page version of policy.

82

83 <Andy Lee, Jingjing Song , Jamie Clark joined meeting>

84

85 RESOLUTION 2007-11-30.02, RESOLVED, The Board thanks Jingjing Song, Andy Lee and
86 the ChangFeng Alliance for hard work and a very excellent "Beijing 2007 Open Standard
87 International Convention" held this week.

88

89 Approved unanimously

90

91 Andy Lee and Jingjing Song noted that Beijing 2007 Open Standard International Convention was very
92 successful with about 300 attendees.

93

94 4. OASIS China Office

95

96 Jingjing Song provided status of the OASIS China Office, with new development including updates to
97 the web site including translation of OASIS web pages, and translation into a brochure to be distributed

98 at non-OASIS events in China, OASIS member section and how to participate content (among others).
99 This increases OASIS visibility. Will also translate and deliver presentations from conference to those
100 who were unable to attend. These will be published on the web site. Patrick Gannon noted that OASIS
101 will provide a link to this material in the OASIS news. Possibly increasing to two events in each year
102 could increase visibility.

103
104 The Board discussed with the guests the potential interest in TC Process participation and OASIS
105 membership. It was noted that there was much interest yesterday in the session on how to be successful
106 in standards session, but the current process is of more interest to research and standards institutions,
107 but not necessarily to business attendees since they usually purchase technology. This implies a need
108 for more application oriented committees to meet a different need.

109
110 The China National Standard Bureau is now more accepting of open standards, including OASIS,
111 enabling use and recognition of OASIS standards.

112 113 **5. China Lab Proposal**

114
115 The ChangFeng Alliance is a major standards group in China, working with government to consider
116 OASIS, W3C as acceptable international standards organizations, in addition to ISO, ITU, and IEC.
117 OASIS is needed for day to day business, so is of benefit to Chinese industry and important. Next goal
118 is to bring in more companies, with EERP as a focus since it incorporates a full range of technologies.
119 SOA web services are important for EERP and these are areas in which OASIS works. International
120 collaboration for EERP makes sense since many countries can be involved in a work flow.

121
122 Andy Lee and Jamie Clark introduced a China Lab Proposal to the OASIS Board of Directors. A China
123 Lab could be created with OASIS using the existing Member Section structure and enable requirements
124 and early work leading to subsequent OASIS Technical Committees. One aspect of this proposal is to
125 not allocate any member fees to this member section from member dues but to use other mechanisms
126 for funding.

127
128 *<Jeff Mischkinisky joined the meeting>*

129
130 Chinese companies could then join OASIS directly and participate in the member section. In
131 conjunction with their participation in the member section they would make donations directly to the
132 OASIS member section as agreed in the member section steering committee. It would make sense for
133 the ChangFeng Alliance to be on this steering committee.

134
135 There are about fifty companies in the ChangFeng Alliance, six have indicated they can participate in
136 this proposal, only two are currently members of OASIS.

137
138 The Board discussed whether donations to a member section belongs to OASIS or only to the member
139 section itself. This could depend on conditions associated with the donation. The ChangFeng Alliance
140 is mostly concerned with results of both the Member Section and the health of OASIS, so money can
141 be used for member section as well as for general OASIS purposes which also benefits the member
142 section indirectly.

143
144 *<Andy Lee, Jingjing Song left meeting>*

145
146 *<Steve Bratt, W3C CEO joined meeting>*

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6. W3C Discussion

Steve Bratt, CEO of W3C, held a discussion with OASIS Board of Directors about various topics.

W3C Incubator groups were started in 2005, part of the Incubator Activity. Any three members can launch an Incubator Group. Incubator Groups do not produce standards (Recommendations), those are produced by W3C Working Groups. Any W3C Member can join an Incubator Group and there is also a mechanism for non-member invited experts to participate. The Incubator Group activity has been pretty successful, even though Incubator Groups have not had the dedicated W3C team support that W3C Working Groups have. Work of an Incubator Group does not have to lead to a Recommendation to be considered successful, it may also produce an Incubator Report (XG) or be pursued in other organization such as OASIS and be considered successful in that way.

The W3C China Office was opened in April 2006 and had done work in translations and has led to new members joining W3C. Regional offices serve various purposes including building community in the country, provide visibility and translation, establishing liaison with companies, government and press in the countries.

One reason W3C has worked with educational institutions has been to be vendor neutral.

The Mobile Web Initiative and Web Accessibility Initiative (WAI) have additional funding from industry and government. Much of this funding goes to non-standardization work, such as outreach.

The Board discussed the current OASIS IPR policy with Steve Bratt, noting that only one TC has chosen RAND. Four times the number of TCs have chosen RF on Limited Terms versus on RF on RAND. There are no IPR policy exceptions.

The W3C is interested in starting work in eGovernment, probably complementary to the work at OASIS and of a broader nature.

<Steve Bratt leaves meeting>

<Mark Reichardt, OGC joins meeting>

7. OGC Discussion

Mark Reichardt, President of the Open Geospatial Consortium (OGC) gave an OGC program update and described the OGC incubator program.

The OGC European Forum allows coordination of European membership interest in the OGC work. Once work is accepted by government subsequently new members join due to the government endorsement as well as a desire to influence additional government work.

The OGC Interoperability program enables rapid development, testing and validation of new standards. Mark Reichardt described a series of test cases including real use cases and further material on this is available on the OGC web site. OGC uses a large number of OASIS Standards including XACML, SAML, WS-Security and others.

195 One possible MoU could enable OASIS members to participate in an OGC test bed where OASIS
196 standards are involved, benefiting members of both OASIS and OGC. This should be done to benefit
197 OASIS members and OGC.

198

199 Another possibility is OASIS and OGC to have periodic coordination discussion meetings to
200 coordinate with Department of Homeland Security in the US and other constituents to have coherent
201 work to lead to better results. OASIS and OGC could also work to improve outreach by producing
202 consistent publications and events.

203

204 <Mark Reichardt leaves meeting>

205

206 **8. Review of Follow-up to Board Resolutions**

207

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

210

211 *Resolutions from 22 June 2007*

212

213 RESOLUTION 2007-06-22.05: RESOLVED, that the OASIS Mission statement be changed to "To
214 drive the development, convergence and adoption of open standards for the global information
215 society.", effective immediately.

216 Status: Completed. A few pdf datasheets will be updated as need and prioritization of resources allow.

217

218 *Resolutions from 27 Sep 2007*

219

220 RESOLUTION 2007-09-27.02, RESOLVED: the Board of Directors approves the revised OASIS
221 Strategy, as shown in the file: "oasis-strategy-draft-07-08-10-v15.pdf".

222 Status: Completed.

223

224 RESOLUTION 2007-09-27.05, RESOLVED: The OASIS Board invites each MS Steering Committee
225 to designate an invited expert representative to the Process Committee in accordance with the standing
226 rules.

227 Status: Completed, the OASIS Board has invited each MS Steering Committee to invite
228 representatives.

229

230 *Resolutions from 26 Oct 2007*

231

232 RESOLUTION 2007-10-26.01, RESOLVED, accept the 27 September 2007 Minutes v2, as previously
233 distributed (v2 draft minutes 07-09-27) on 10 Oct 2007.

234 Status: Completed.

235

236 RESOLUTION 2007-10-26.02 RESOLVED, that the Board of Directors approves the ETSI-OASIS
237 MoU, as shown in the file: "OASIS_ETSI_MoU-20071019.pdf"

238 Status: Open. Board Approved version was sent to ETSI on 30 Oct 2007. Approved by ETSI 29
239 November 2007. Once the ETSI Director-General signs, copies will be sent for OASIS CEO to sign.

240

241 RESOLUTION 2007-10-26.03: Approve the committee charters for the IPR Committee, IT
242 Infrastructure Committee, Board Outreach Committee and Board Process Committees and editorial

243 changes noted by Patrick Gannon.
244 Status: Completed. All Board Committee charters have been updated in their respective Kavi groups.
245

246 The following Action by Unanimous Written Consent was taken by the OASIS Board of Directors:
247

248 **RESOLUTION 2007-11-16.01, RESOLVED:** That the Consortium approves the Cooperation
249 Agreement between OASIS and the International Telecommunications Union (ITU), in substantially
250 the form attached to this Consent as Exhibit A (the “Cooperation Agreement”).
251

252 **FURTHER RESOLVED:**

253 That the officers of this Consortium be, and they hereby are, and each acting singly hereby is,
254 authorized to do all such other acts and things, and to execute and deliver all such other instruments,
255 certificates and documents, as may be called for by the preceding resolution or as they deem necessary,
256 appropriate or desirable in order to effectuate the intent and purposes of the preceding
257 resolution.
258

259 *Action by Unanimous Written Consent 16 November 2007.*
260

261 Status: Completed. Approved Cooperation Agreement was sent to ITU-D on 17 Nov 2007. Materials
262 related to the unanimous written consent ballot have been stored on the OASIS Board Confidential
263 Minutes on-line directory.
264

265 **9. IT Infrastructure Review**

266
267 Claus von Riegen provided status and an overview of the OASIS Board IT Infrastructure sub-
268 committee activities. He noted that OASIS investment areas include Library, Search and TC web page
269 generation (DRUPAL). The Library project has been identified as one of the most important areas by
270 the Board for some time, used for management of committee specifications and OASIS standards. This
271 is needed to provide consistent web pages across OASIS committees and to enable all TCs to have web
272 pages despite levels of web expertise. Progress is slow since a senior developer position has not been
273 budgeted and the software and hardware budget may be reduced going forward.
274

275 The Primary Dashboard is still not available even though it has been identified as important for the past
276 two years and even though there has been an earlier version available for comment. The Board
277 questioned why in two years the Dashboard has not been completed despite importance and the
278 availability of staff and budget during that period. One possible explanation is having too many high
279 priority items, another is the issue of OASIS Kavi customization having created a difficult platform for
280 development. Another way forward might be to avoid customization altogether, perhaps using standard
281 solutions from Kavi, Virtual Inc or others.
282

283 **ACTION 2007-11-30.01: Patrick to post status and plans for completion of Primary Dashboard to**
284 **Board by next Board meeting.**
285

286 **10. Strategy Committee Review**

287
288 Patrick Gannon gave an overview of a spreadsheet outlining higher level OASIS 2008 execution plan
289 goals, which are intended to lead to departmental goals and tactics. For example, one listed goal is to
290 improve collaborative tools. A related departmental goal might be to develop the dashboard.

291
292 The Board provided feedback that too many items are “high”, and questioned that these are prioritized
293 tactics. Board members also noted although high should mean something important that must be
294 managed, (e.g. keep a server running), such items might not require much continuing staff time. Thus
295 other goals that are not high may be resourced. The Board asked about seeing a prioritized list of
296 departmental goals and resource planning and reiterated concern over execution of long standing
297 important goals.

298
299 *The Board agreed to defer further discussion until after CNIS discussion.*

300
301 *<Mr Ping Wang, Jingjing Song joined meeting>*

302 303 **11. Chinese National Institute of Standardization (CNIS)**

304
305 Mr Ping Wang, Chief Engineer from CNIS introduced CNIS to the OASIS Board of directors. CNIS is
306 similar to NIST in US and does research and standardization.

307
308 *<Mr Ping Wang, Jingjing Song left meeting>*

309 310 **12. Strategy Committee Review (Continued)**

311
312 The Board suggested that the Strategy Committee review the assumptions and model used to create the
313 revised membership categories and dues structure, considering recent membership experience. The
314 Board also indicated that the Strategy Committee may evaluate options related to possible revenue
315 benefits of cooperation with the W3C and OGC organizations.

316
317 *<Jamie Clark left meeting>*

318 319 **13. OASIS Financial Reports**

320
321 Patrick Gannon presented the October Operations Report and the 2007 Q4 financial forecast and cash
322 flow projections. The Board expressed concern about the recent loss of members in categories for
323 larger members (e.g. Contributor > 500) with the corresponding impact on the OASIS Managed
324 Income forecast for 2007.

325 326 **14. Budget Review**

327
328 Patrick Gannon presented the 2008 Draft Budget. The Board also reviewed the Member Section
329 budgets.

330
331 The Board discussed opportunities such as enabling additional focus areas. The Board also reviewed
332 issues associated with Member Section OASIS member dues allocation.

333 334 **15. Recess**

335
336 The Board recessed for the day at 5:50 pm and reconvened at 9:05 am on Saturday, 1 December 2007.
337 Ten Directors were present when meeting reconvened.

338

339 **Directors in Attendance**
340 Patrick Gannon, OASIS President and CEO
341 Eduardo Gutentag, Chairman
342 Ed Cobb, Vice Chairman
343 Frederick Hirsch, Secretary
344 Mike DeNicola, Treasurer and Finance Committee Chair
345 Bob Glushko
346 Paul Knight
347 Jeff Mischkinsky
348 Claus von Riegen
349 Michael Winters

350
351 **Staff in Attendance**
352 Jamie Clark, OASIS Staff

353
354 **Guests in Attendance**
355 Mr. Yadong Liu, Co-founder, Chairman and CEO, Princeton

356
357 **Regrets**
358 Peter Brown (Unable to travel for medical reasons.)

359
360 **16. Strategy Committee charter approval**
361 Frederick Hirsch presented new Strategy Committee charter for approval.

362
363 [RESOLUTION 2007-12-01.01, RESOLVED](#); Revise the OASIS Strategy Committee Charter
364 to be the following text “The OASIS Strategy Committee is responsible for recommending to
365 the OASIS Board of Directors strategic plans and changes to the mission statement. The
366 Strategy Committee will review the annual plans for execution of the strategy prepared by
367 OASIS Staff and suggest changes to priorities and actions in that plan. The Strategy Committee
368 will also respond to requests from the OASIS Board of Directors, may accept suggested actions
369 from Staff, and may also propose actions related to the OASIS mission and strategy.”

370
371 [Approved unanimously](#)

372
373 *< Paul Knight, Jeff Mischkinsky and Jamie Clark joined the meeting >*

374
375 **17. Process Committee Proposals**

376
377 Jeff Mischkinsky outlined proposed changes to the OASIS TC Process, including the addition of
378 process for informational documents, mutual specification cross-references, and process regarding TC
379 first meetings by F2F or phone.

380
381 [RESOLUTION 2007-12-01.02, RESOLVED](#), Adopt changes in the red-line PDF file
382 distributed to the Board as “TC-Process-w20071113-amendments.pdf” with the additional
383 changes of replacing “specification” with “document” at line 831, adding a comma after “title
384 page” at line 612 and inserting a parenthesized letter in front of each item in the list given in
385 lines 612 to 615.

386
387 [Approved \[9-0-1\]](#)

388
389 The Board also discussed an additional proposed change to the adopted TC Process related to
390 authoritative documents given multiple formats. This was considered separately since it was not
391 approved by Process committee in advance of the meeting.

392
393 RESOLUTION 2007-12-01.03, RESOLVED, Replace “formats.” before “Any” at line 601
394 with “format; the TC must designate one of these submitted formats as the authoritative
395 version.”

396
397 RESOLUTION 2007-12-01.03a, RESOLVED (to Amend): Change “submitted” to
398 “delivered”

399
400 Amendment approved unanimously

401
402 RESOLUTION 2007-12-01.03b, RESOLVED (to Amend): Change “version” to
403 “document”

404
405 Amendment approved unanimously

406
407 RESOLUTION 2007-12-01.03c, RESOLVED (to Amend): “All changes to the TC
408 Process approved today are effective 1 January 2008”

409
410 Amendment approved unanimously

411
412 Approved [8-1-1]

413
414 **18. Member Section Policy Revision**

415
416 Jeff Mischkinisky provided an overview of a revision to the Member Section policy to explicitly define
417 the creation and use of sub-committees created by the Member Section steering committee.

418
419 RESOLUTION 2007-12-01.04, RESOLVED, Approve change to Member Section Policy as
420 outlined in MS-Policy-w20071113-amendment.pdf

421
422 Approved unanimously

423
424 The Board discussed a motion related to Member Section leave of absence that has not yet been
425 reviewed by the Process Committee. Concern was expressed regarding the use of proxies, the
426 complexity of policies versus management decisions and the need for further consideration by the
427 Process committee.

428
429 MOTION 2007-12-01.05, RESOLVED, Accept changes at lines 161-168 to Member Section
430 policy as outlined in MS-Policy-w20071121-LoA-amendment.pdf

431
432 RESOLUTION 2007-12-01.06, RESOLVED, to Table MOTION 2007-12-01.05
433 Approved [9-1-0]

434
435

436 **19. Approval of Memoranda of Understanding (MoUs)**
437

438 Patrick Gannon presented the BSPC and IUCN memoranda of understanding for approval.
439

440 RESOLUTION 2007-12-01.07, RESOLVED: That the Consortium approves the Memorandum
441 of Understanding between IUCN and OASIS, dated 29 November 2007, IUCN-OASIS MOU
442 2007-11-29.pdf.
443

444 RESOLUTION 2007-12-01.07a (to amend), RESOLVED: Remove "and apply to
445 intellectual property rights ("IPR")," in page 3 item #2.
446

447 Approved unanimously
448

449 RESOLUTION 2007-12-01.07b (to amend), RESOLVED: Approval subject to approval
450 by OASIS legal counsel.
451

452 Approved unanimously
453

454 Motion 2007-12-01.07c (to amend): remove “nominated”, replace “a Observer” with “an
455 observer”, replace “relevant OASIS” with “OASIS” in item #3 on p3.
456

457 Motion 2007-12-01.07c withdrawn by unanimous approval.
458

459 RESOLUTION 2007-12-01.07d (to amend), RESOLVED: Replace “nominated
460 Observer” with “Liaison”, replace “the relevant OASIS TCs” with “an OASIS TC”,
461 and add at end of sentence “as an observer.”
462

463 Approved [5-4-1]
464

465 RESOLUTION 2007-12-01.07e (to amend), RESOLVED: Replace “OASIS Observers”
466 with “OASIS Liaisons” in item #6
467

468 Approved unanimously
469

470 RESOLUTION 2007-12-01.07f (to amend), RESOLVED: Replace “submit technical
471 proposals” with “submit technical proposals to” in item #6
472

473 Approved unanimously
474

475 Approved as amended
476

477 **20. Liaison Status Review**
478

479 Patrick Gannon presented the Liaison Status Report and Jamie Clark briefly outlined issues associated
480 with Auto Repair and CEN/ISSS.
481

482 <Mr. Yadong Liu, Co-founder, Chairman and CEO, Primeton joins meeting>
483

484 **21. Meeting with Chinese software company executive – Mr Yadong Liu**
485

486 Mr Yadong Liu founded Primeton in 2001 (<http://www.primeton.com/en/>).
487

484
485 SOA very important in China to enable flexible interconnections for e-commerce, given Chinese
486 companies did not have standard processes or packaged business software (unlike multi-national
487 corporations) so Chinese companies are building business software from scratch. The timing for SOA
488 is very timely for China.

489
490 <Mr. Yadong Liu, Primeton leaves meeting>

491 **22. Anti-Trust Letter Review**

493
494 The Board discussed how to provide anti-trust information to members.

495
496 **ACTION 2007-12-01.01: Patrick Gannon to contact OASIS counsel about producing a 1 page**
497 **summary of anti-trust guidelines similar to AIAG anti-trust policy which indicates what not to do and**
498 **which suggests contacting own legal counsel for advice, distributing draft the OASIS Board by 13**
499 **December 2007.**

500
501 The AIAG anti-trust policy is at <http://www.aiag.org/staticcontent/files/antitrust.pdf>.

502
503 <Jamie Clark leaves the meeting>

504 **23. Staffing Committee Report**

506
507 Paul Knight indicated that the 360 review questions have already been finalized. Patrick Gannon
508 indicated he is looking for a low-cost means to execute the 360 review and plans to report on this at
509 the next meeting. A suggestion was made to look at SurveyMonkey.

510 **24. Board Items from Earlier Discussions**

512
513 The Board reviewed the presentations held at this Board meeting as well as the conference held this
514 week in China. The general opinion was that this was a useful and productive meeting and a good step
515 toward acting on OASIS relationship with China. Potential future conferences in China of a practical
516 nature would be useful.

517
518 The Board reminded itself that the budget proposal presented at this meeting included Finance
519 committee recommendation to reduce member section allocation to 35% for all member sections.

520
521 **ACTION 2007-12-01.02: Strategy Committee to review alternative models for member section dues**
522 **allocation.**

523
524 **ACTION 2007-12-01.03: Executive Committee to include an agenda item in the February F2F agenda**
525 **to discuss the format for the May AGM.**

526 **25. Meeting Planning**

528
529 The Board reviewed meetings planned for next 2 quarters, the agenda for the 20 December Board call
530 and the upcoming Face-to-Face meeting schedule.

531

532 20 December 2007, teleconference 8-10 PT.
533 F2F 7-8 February 2007 Atlanta GA.
534 20 March 2007, 8-10 PT.
535 F2F 1-2 May 2007 Santa Clara CA, Marriott (Symposium 29, 30) AGM evening of 30 April.
536 29 May teleconference, 8-10 PT.
537 25 June teleconference, 8-10 PT.
538 F2F 30-31 July, Boston.

539
540 **26. General Organization Health**

541
542 OASIS Board Directors discussed issues related to OASIS organizational health.

543
544 **ACTION 2007-12-01.04: Executive Committee to include an agenda item in the 20 December 2007**
545 **Board meeting for a report on TAB status from Peter Brown.**

546
547 **ACTION 2007-12-01.05: Patrick Gannon to arrange that any Board member can post to any Board**
548 **sub-committee list, even if an Observer on that list, by the 20 December 2007 meeting.**

549
550 **ACTION 2007-12-01.06: IPR committee to review the latest draft TC Process document as approved at**
551 **this meeting and the IPR policy to determine they are consistent from IPR perspective with respect to**
552 **informational documents and report to the Board by the 20 December 2007.**

553
554 **RESOLUTION 2007-12-01.08, RESOLVED, OASIS send a message to CEN using the draft**
555 **proposed by Jamie Clark as posted on the Board list today**

556
557 **RESOLUTION 2007-12-01.08a (to amend), RESOLVED, Add “in accordance with**
558 **OASIS copyright notice” after “of any kind” in the proposal.**

559
560 **Amendment approved unanimously**

561
562 **The board assumes spelling and editorial fixes will be made as required.**

563
564 **Approved unanimously as amended.**

565
566 **ACTION 2007-12-01.07: OASIS TC Administration to modify Automotive TC Draft document on**
567 **OASIS web site to reflect lack of OASIS status, indicating Working Draft status.**

568
569 *<Patrick Gannon left the meeting>*

570
571 **27. Outside Directors Discussion**

572
573 **RESOLUTION 2007-12-01.09, RESOLVED, enter Executive Session.**
574 **Approved unanimously**

575
576 **The outside Directors had their regular governance review of OASIS management, and OASIS**
577 **legal, regulatory and financial topics.**

578
579 **28. Adjourn**

580
581 The meeting adjourned at 5:40 p.m.
582
583 Respectfully Submitted,
584
585
586
587
588 Frederick Hirsch
589 Secretary