

## **Meeting Logistics**

### **Venue**

The meeting was conducted by teleconference at 13:00 ET.

### **Meeting Documents**

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

## **Attendance**

### **Directors Present:**

- Martin Chapman
- Frederick Hirsch
- Jenny Huang
- Dave Ings
- Gershon Janssen
- Dawn Jutla
- Paul Lipton
- Beth Pumo
- Richard Struse

### **Staff Planning Present:**

- Laurent Liscia
- Scott McGrath
- Jamie Clark

### **Apologies received:**

- Monica Palmirani
- Bruce Rich

## **Minutes**

### **1. Welcome, Agenda Review**

Gershon Janssen, Chair, presided at the meeting. Dave Ings, Secretary, took the minutes.

The Chair called the meeting to order and took roll call. With 9 of 11 members present, the meeting was quorate. The draft agenda was adopted as posted.

### **2. Approval of Minutes**

The motion to approve the draft minutes of the March 7-9, 2018 Board meeting was moved by Frederick and approved by unanimous consent.

### **3. Executive Director's Report**

Laurent Liscia, Executive Director, reviewed his most recent report. In particular Laurent reviewed OASIS' participation at the RSA conference, and the marketing opportunities created by the "Open Projects" and "Foundation in a Box" initiatives.

Our participation at RSA was a success, however the time demands on OASIS staff were such that next year Laurent would like to supplement OASIS staff with temporary staff. Gershon commented that our booth looked very professional, that OASIS staff did a great job, and that the KMIP interop demo went very smoothly and was well received.

With respect to the "Foundation in a Box" initiative Laurent may in future ask the Board to approve process revisions to enhance its marketability.

### **4. Elections Update**

Scott McGrath, COO, reviewed Board election status. Nominations are open now through May 17<sup>th</sup>.

### **5. GDPR Update**

Jamie Clark, General Counsel, reviewed progress towards achieving GDPR compliance.

Duane Morris have been engaged to help us respond to GDPR requirements. Their initial review of our approach to GDPR was positive and their review continues. They are also helping us draft a preliminary privacy statement, which Jamie anticipates will be released in May. Jamie noted we are considering extending our GDPR policy to all members, not just EU based members. Amongst other benefits, this would provide operational simplicity.

After discussion the Board agreed with Jamie's suggestion to create an ad hoc subcommittee to help work this issue. Frederick moved to make this an "A" item (as per Board standing rules) which was approved by unanimous consent. Then Paul moved to create the ad hoc committee, also approved by unanimous consent. Gershon volunteered to chair the subcommittee.

## **6. Finance Committee Report**

Frederick Hirsch, Treasurer, reviewed the February and March operations reports, the full year budget forecast based on Q1 data, the status of the 2017 audit and tax filings, as well as the 2017 Annual Report for distribution to members.

The discussion was held in executive session.

The 2017 audit was successful. It will be formally complete when the Treasurer and the auditors meet to discuss the report, which contained no nonconformances.

The motion to approve the release of the 2017 annual report, incorporating minor edits as discussed by the Board, was moved by Frederick and approved by unanimous consent.

## **7. Open Projects Update**

Martin Chapman, Process Committee chair, led an update on Open Projects.

The revised Open Projects rules are out for review. Board members are asked to submit their comments to Martin by May 8<sup>th</sup>, towards a goal of approving the revised rules at the next Board meeting on May 22<sup>nd</sup>.

The working proposal to create a new membership class governing project sponsorships was deferred for further study and is not part of the rules package up for approval at the next Board meeting.

## **8. AGM Update**

Scott provided an update on planning for the annual general meeting.

To fulfil core business requirements, an annual report Webinar will be held on May 14<sup>th</sup>.

The Webinar will be followed by an annual awards ceremony to be held at the F2F Board meeting in Burlington on July 18<sup>th</sup>.

## **9. Action Item Review**

Dave Ings, Secretary, led the discussion.

## **10. Any Other Business**

Gershon Janssen, Chair, led the discussion.

Gershon has received a number of suggestions for future agenda items. He encourages Board members to continue to send suggestions to him. This will help with planning for the next F2F.

Gershon will post to the Board only list a number of photos from the Amsterdam F2F. Let Gershon know if anyone has any objections to the posted photos being used in a public context.

## **11. Future Meetings Review**

Gershon Janssen, Chair, to lead the discussion.

We discussed cancelling the June meeting but deferred a decision until the May meeting.

<b>Tuesday May 22, 2018, 1-3 PM ET, Teleconference</b>
<b>Tuesday June 26, 2018, 1-3 PM ET, Teleconference</b>
<b>July 18-20, 2018, Burlington, MA, USA, Face-to-Face</b>

## **Outstanding Action Items**

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

**Action Item 2017-10-18.01, owner: Martin Chapman, target: 2018-03-07 (closed)**

Process Committee to evaluate creating a Policy Deprecation Policy (for OASIS policy maintenance).

Update: Upon review it was decided this action item was no longer required. Closed.

**Action Item 2018-03-07.01 owner: Martin Chapman, target: 2018-07-20 (open)**

Board Process to consider whether an Open Project can take up the ownership and editing of a published final deliverable after its TC has closed In other words can an OP take on maintenance of a TC produced final deliverable?

Update: Target date set to July 20<sup>th</sup> (the next Board F2F).

**Action Item 2018-03-07.03 owner: Scott McGrath, target: 2018-03-31 (closed)**

Staff to present plans for the 2018 AGM to the Board.

Update: Scott presented the plans to the April 24<sup>th</sup> Board meeting. Closed.

**Action Item 2018-03-07.03 owner: Laurent Liscia, target: 2018-03-16 (closed)**

Laurent to distribute a plan for the Open Projects rollout.

Update: Scott previously distributed the plan on Laurent's behalf via email. Closed.

## **Approved Resolutions**

### **Resolution 2018-04-24.01**

“Board resolves to approve the Executive and Public minutes of the March 7-9, 2018 Board meeting, as published (respectively) at:

<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/62910/latest> and  
<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/62919/latest>”

### **Resolution 2018-03-07.02**

“Board resolves to make the GDPR ad hoc subcommittee motion an agenda “A” Item.”

### **Resolution 2018-03-07.03**

“Resolved, that the Board create an ad hoc committee on privacy policy, with a limited duration ending December 31, 2018, which can be extended by further action of the Board. The committee shall be composed of those board members who express an interest in participating regularly, plus such invited member experts on data protection as are appointed by the board chair by notice to the board.”

### **Resolution 2018-03-07.04**

“Board resolves to approve the release to OASIS Members of the 2017 Annual Report with minor edits as noted in discussion.”