

Meeting Logistics

Venue

The meeting was conducted virtually.

Teleconference Bridge

Thanks to Gershon Janssen for providing the teleconference bridge.

Meeting Documents

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

Attendees

Directors:

- Pablo Breuer
- Jim Cabral (Secretary)
- Gershon Janssen (Chair)
- Bret Jordan (Vice-Chair)
- Jason Keirstead
- Vasileios Mavroeidis
- Daniel Riedel (Treasurer)
- Daniella Taveau
- Daniel Rohrer
- Omar Santos
- Jay White

Staff Present:

- Jamie Clark
- Kelly Cullinane
- Jane Harnad
- Cathie Mayo-Figenbaum

Agenda

Meeting Commencement and Administrative Formalities

- **Welcome, roll call**

Gershon Janssen (Chair) called the meeting to order at 2:03pm ET. With all Directors present, the meeting was quorate.

- **Agenda Review**

The board agreed with the draft agenda as posted.

- **Approve Minutes from the 20 February 2025 Board meeting**

Gershon moved to approve the minutes, Omar seconded. There were no comments or objections for unanimous consent. The minutes were approved.

Executive Update

- Gershon provided the Board with updates of what happened in the previous month and a look-ahead into the next month.
- The Board agreed to schedule an additional meeting on Thursday 24 July for 1-3 PM Eastern, adding this to the already scheduled meetings for 2025.

2025 Board of Directors Election

- Five board seats are up for the regular election. The board reviewed the election procedures governing the 2025 election and election schedule, and approved those by unanimous consent (Motion by Bret, seconded by Daniel Rohrer). **[Resolution 2025-04-24.01]**

Board Process Subcommittee

- The Board reviewed the new master OS/CS/CSD templates which completed member review. Good and positive feedback was received. The board resolved by unanimous consent to authorize the process committee to make various format versions, derivative versions, versions for specific other SDOs, and others as needed for TCs and OPs, as well as making minor changes and corrections over time as needed to effectively maintain these templates (Motion by Jim, seconded by Daniella). **[Resolution 2025-04-24.02]**

Finance & Operations (Board Executive Session)

- The Board reviewed the 2024 Financial Statements and Annual Report, and approved the publication of these to the membership by April 30, 2025.

| (Executive-only) [Resolution 2025-04-24.03]

Directors-only Session (*Participants: Board Directors*)

- This topic was tabled as there was no more time left.

Adjournment

The meeting was adjourned at 3:08pm ET.

Resolutions:

Resolution 2025-04-24.01:

“The Board resolves to approve the proposed schedule for the 2025 election and agrees to adopt the same procedures used in 2024 for governing the 2025 election.”

Resolution 2025-04-24.02:

“The Board approves this new master OS/CS/CSD template and authorize the process committee to make various format versions (e.g., Markdown), create derivative versions based on this master template (e.g., CN, CND), create versions for specific other SDOs (ITU/ISO), and others as needed for TCs and OPs, and make minor changes and corrections over time as needed to effectively maintain these templates.”

Resolution 2025-04-24.03:

| (Executive-only)