

## Meeting Minutes - Open Source Matters, Inc. Board meeting 25 September 2014

**Attendees:** Jorge Lopez-Bachiller Fernandez, Martijn Boomsma, Mike Carson, Ronni Christiansen, Victor Drover, Tessa Mero, Ryan Ozimek, Saurabh Shah, Joe Sonne, Marijke Stuivenberg, Radek Suski, Sarah Watz

**Absent:** Rod Martin

Quorum: Yes  
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### 1) Call to order

Sarah Watz called the meeting to order.

### 2) Roll Call

The Secretary executed the roll call, establishing the presence of a quorum.

### 3) Approval of Agenda

Marijke Stuivenberg made the motion to approve the agenda as it was written. Joe Sonne seconded. The motion passes by unanimous consent.

### 4) Approval of previous meeting minutes

Marijke Stuivenberg makes the motion to approve the meeting minutes of August 28, 2014. Ryan Ozimek seconded. The motion passes by unanimous consent.

### 5) Report of the President

#### a) Marketing & Communication

##### i) The Why discussion - Status Report

After sharing it with all the leadership members more people from the Marketing Team and the SWOT team have been invited to join the discussion on the document. The document is a good starting point for the preferred Marketing vendor when the contract is finalized.

##### ii) The Grace Hopper Conference

The conference is a very good venue to promote Joomla and reach out to people outside the Joomla sphere. Thanks to the great work of the Marketing team a booth and materials as well as a landing page for learning more about and joining the community has been created.

#### b) Structure & Organization

##### i) Structure - Status Report

The Structure Team published a blog explaining the process. So far there are no comments made on it. The team will continue with the proposed timeline in that blog.

#### c) Internationalization

##### i) Feedback from Joomla Veneto - Verona, Italy

Sarah joined association meeting in Verona. This meeting is the second one of four meetings the association is organizing. Several questions have been discussed, and the group expressed their willingness to expand beyond their borders and start connecting and contributing to the

global community. Their next meeting will be at the same time as JWC, Chiara Aliotta will be attending the meeting in Italy.

## 6) Report of the Treasurer

### a) Banking:

- i) Paypal      \$ 12,785.39
- ii) Checking    \$ 40,024.56
- iii) Savings    \$ 327,043.93

### b) Revenue and expenses compared to budget

Main concerns are the revenue budgeted for the demo, the numbers in the budget were based on an earlier transition. Expected is that the number will be more accurate on the 2015 budget.

Expenses on legal were high, due to work on the contracts for JED, Demo hosting and Marketing.

### c) The Financial team will have a meeting in New York City.

Goals:

- i) Prepare the 2015 budget process, which will be presented at the Leadership at JWC.
- ii) Draft organize process and information and building up policy documents.
- iii) Help on QB, including in person consulting.

### d) Accountants have been consulted about the question on how donations can be accepted. People contributing financially will not have any tax benefit, but may contribute freely.

### e) Issues related to the rules the JET programme used have been sorted out and resolved. The main concerns were that the rules applied did not imply any paying of people or stepping into a lottery territory.

## 7) Team Reports

### a) Demo Site Team - Status Report

- i) With a couple of small issues to resolve the Demo is ready to go live next Monday. A Press release is drafted and all Leadership members had a chance to have a look at it. Chiara Aliotta was involved with the design.

Legal advice was requested for the required terms of service, a checkbox has been put in place for it.

After discussing ownership of the domain that will be used for demo's, one that has been registered by SiteGround but OSM wants to take ownership of in future, the parties agreed to an amendment of the contract. SiteGround will have access to the domain for 4 months after termination of the contract. Mike Carson will get in touch with the lawyers for drafting the amendment. The issue is not a showstopper for going live with the demo.

### b) Event Team - Status Report

- i) Besides some small issues on the website that are being looked into there is not much to report. Most of the events are in October and November and have already been registered.

- ii) JWC  
Organization is on schedule and processing a lot of final preparations. On the financial side expenses are covered. Sponsors are still welcome.
  
- c) Capital Team - Status Report
  - i) A document with ideas about Global Sponsors for events has been shared recently with Martijn and Marijke and will be proposed to OSM for consideration. It combines ideas to maintain the relationship with Cloud Access and handle the way for paying their revenue for the next years as the contract provided.
  
- d) OSM Website Team - Status Report
  - i) The site is as good as ready, some articles needs reviewing. Help is requested.
  
- e) Certification Team - Status Report
  - i) The team is on schedule presenting a first pilot, for the Joomla Administrator tests, at JWC. The Platform team build a site, running behind the scenes now, in different languages. For JWC English and Spanish will be used. The idea is to invite JUGs in to test.

A concern is that Sarah will be the only one of CT that is present at JWC. Help is needed here.

Costs are being looked in for certification. Important is that it is available for everyone in each country. On verification, thoughts are to have a list at the website, or badges on JRD and other relevant websites within the Joomla.org family of websites.

## 8) New business

- a) Slack - Paid Subscription  
More and more (working) teams within the Joomla Project are moving to Slack for group chats and the additional features the service provides. However the free service includes archives only to some limit. Several requests have been done to move to a paid subscription in order to have archives accessible.  
A discussion about the pros and cons will be continued on the email list involving the entire Leadership.
  
- b) Google Summer of Code program 2015 - choose OSM liaison  
GSoC programme for 2014 was very successful, 8 projects were completed and are still being merged into project. Chad Windnagle has been involved for 3 years with the programme. He has been asking feedback from the Leadership teams and is asking for a liaison.  
Ronni Christiansen volunteers for the position of the OSM liaison.

## 9) Miscellaneous

- a) At JoomlaDay Poland, a professor teaching Joomla at university asked for help. Partly it can fit in certification programme. Sarah and Radek will get in touch with him.
  
- b) Joe Sonne reports about an excellent presentation of the marketing WG SWOT team. An analyses that will be shared very soon with the Leadership. He asks everyone to pay attention to this SWOT. A recording of the presentation will be shared with the purpose to present it at JWC if possible.

Joe Sonne hands over the Marketing WG liaison position to Ryan Ozimek.

- c) Ronni shares a link to a PDF that handles about states rules, regulations and policies in the NewYork state. He suggests to read through that document to learn more about auditing and policies since we have a requirement to act upon it. The document can be found at:

<http://www.charitiesnys.com/pdfs/Internal%20Controls%20-%20Final%20-%20Small%20Type.pdf>

Sarah Watz made a motion to adjourn the meeting, Mike Carson seconded. Motion passes with unanimous consent.

*Prepared by Marijke Stuivenberg (Secretary of the board of Open Source Matters, Inc)*