

OpenSourceMatters

Open Source Matters, Inc. Full Board of Directors and Officers Meeting

Date: January 30, 2020

Time: 18:00 UTC

Total time of meeting: 1 hour 50 minutes

Attendees:

Rowan Hoskyns Abrahall (President), Luca Marzo (Secretary), Brian Mitchell (Treasurer), Djamel Kherbi (Director), Harald Leithner (Director), Hugh Douglas-Smith (Director), Jaz Parkyn (Director), Eric Lamy (Director).

Apologies:

Jason Nickerson (Director) on leave.

Daniel Dubois (Vice President).

Proxies:

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Discussion outline

President

- A huge thank you to all the board members, community members, invited guests, the staff of the Vincci Seleccion Estrella del Mar and suppliers, most of whom worked tirelessly during and after the event to make it a success.
- Rowan shared feedback about some behavior that occurred during the "Forum of the Future".
- The behaviour of ex-board members since the FFTF which have caused a dip in morale and caused roadblocks in moving the work, especially in marketing, forwards from FFTF.
- We are due a refund from the hotel. Final figures pending but it is in the region of \$7000, we are also missing some sponsorship payments. It will be mid-February at the earliest by the time we have proper figures on the event. Rowan is still awaiting several invoices from suppliers on the ground and I have no access to a scanner at present making scanning receipts rather laborious.
- Rowan will complete her annual report by Monday 3rd February.
- Communication issue regarding the Magazine. We live and learn, but we should have reached out to Nicky and the team that was working on it as a matter of manners before we published the news. We will do better next time!

Treasurer

- Brian shared the bank balances as of today.
- Brian and Rowan are working on reconciling the expenses from "FftF2020".

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- The Board discussed how to improve financial transparency of the Project.
- P&L from past years will be provided to the Secretary for being published on the OSM website.
- Brian to ensure the payment to the Lawyers for trademark renewal services.

Production Department

- Joomla 3.9.15 released today without flaws
- Meeting to solve last beta-blockers for J4 is planned in the near future
- Some people in Production expressed concerns about some Board roles descriptions because of some missing responsibilities.

Legal & Finance Department

- Luca shared the progress of the Compliance Team regarding the Identity Portal. More news will come about that in the next couple of weeks.

Marketing & Communications Department

- Publication of an official summary of the FFTF2020:
<https://volunteers.joomla.org/departments/marketing-communication/reports/1159-joomla-forum-for-the-future-official-recap>
- Eric to get publishing access to the Community Portal.
- Setting up the organization of the new marketing team: Constitution of the sub-teams on GitHub <https://github.com/joomla/joomla-marketing/projects>
- New volunteers in the Marketing & Communications Department are being added firstly as contributors to the Teams.
- Eric wrote the role description of the Marketing & Communications Department Coordinator.
- Marketing Teams worked on the Joomla 3.9.15 release materials (translations, newsletters, etc.).

Events Department

- Djamel is working with Benjamin Trenkle to incorporate the Pizza Bugs & Fun organization within the Events Department.
- Events Department Coordinator role written and submitted.
- Annual report for Events DC will be ready by the end of this week.

Operations Department

- Role and responsibility document completed and submitted
- Achievements and progress over the past 12 months document completed and submitted.
- The Template Directory Team appears to be inactive.
- JED team are looking for funding for current JED bug-squashing.
- JED4 team looking to run another sprint.
- From the Forum for the Future Professionalism team looking to establish an advisory group to the board, or some team with an official recognition within the structure.

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Programs Department

- Role definition and yearly report submitted.
- FftF Re-Engage and Re-Ignite report published on VJO, with blog post coming soon on CJO <https://volunteers.joomla.org/teams/volunteer-engagement-team/reports/1156-forum-for-the-future-re-engage-re-ignite-stream-re>
- Next department meeting is 4th February.
- During the Forum for the Future, 3 new volunteers joined VET.
- On the 1st February, nominations will be opened for Volunteer Engagement Team Lead. The nomination period will run for 1 week, then the anonymous voting period will last for 1 week, followed by a 2-week transition, resulting in the new team leader being fully in place by 1st March.

Secretary

- Venable reached us for an outstanding payment of 2945.12 USD yet to be done. The invoices are related to trademark renewals and trademark opposition in Turkey.
- Board role descriptions have been published at <https://www.opensourcematters.org/organisation/directors/board-member-roles.html>
- Call for Manifestos for Group 2 Election has been published and is open until January 31: <https://community.joomla.org/blogs/leadership/call-for-candidate-manifestos-group-2-elections.html>
- Opened a Request for Comments on GitHub about the Sponsored Contribution Program to receive comments and feedback from the Community: <https://github.com/joomla/joomla-cms/issues/27708>
- Google Meet introduced a feature that allows attendees to see captions in voice meetings, that would simplify recording and understanding the meeting contents.
- The Secretary's annual report is ready to be published.
- Luca to publish a page on the OSM website to include all the Annual Reports, year by year.
- The Board would like to apologise to the volunteers who were disappointed about the initiative to restructure the Joomla Community Magazine. The aim of the initiative was only to give a quick restart to the Magazine that is a crucial communication tool for the Project and was not meant to undervalue the huge and long work done by several volunteers on the technical restructure of the website.

Other business

- Eric conducted a SEO audit on joomla.org websites and proposed to restart the Joomla Optimisation Team to work on the SEO of Joomla.org web properties. Rowan to help rebuild the team.
- The Board discussed the position of the Joomla Community Magazine Team in terms of Department, being Marketing more appropriate.
- The Board discussed the load of work and the efficiency of the Conflict Resolution Team and the difficulty of being in such a team.
- Jaz stepped down from the Conflict Resolution Team. Djamel stepped up to replace her.

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Motions taken during this meeting

#2020/007 - Publish unaudited profit and loss reports on the Corporate website.

Proposed by Luca Marzo, seconded by Rowan Hoskyns Abrahall.

The motion passed with unanimous consent.

#2020/008 - Set the roles of the CRT in stone and spread the load throughout the year to avoid burnout. This should be the 9 members of the board except for the President. With 9 available members, we should have 2-month terms for 3 members, cycling through the year, so that those up for election don't get caught between terms on the CRT.

Proposed by Rowan Hoskyns Abrahall, seconded by Harald Leithner.

The motion passed with unanimous consent.

#2020/009 - The Secretary proposes to adjourn the meeting

Proposed by Luca Marzo, seconded by Djamel Kherbi.

The motion passed with unanimous consent.

Motions taken offline before this meeting

#2020/006 - Approve and publish the Board Meeting Minutes.

Proposed by Luca Marzo, seconded by Harald Leithner.

The motion passed with unanimous consent.