

OpenSourceMatters

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

Date: October 22, 2020

Time: 17:00 UTC

Total time of meeting: 1 hour 35 minutes

Attendees:

Brian Mitchell (President), Justine Ayebale Abunyanga (Vice President), Luca Marzo (Secretary), Radek Suski (Treasurer), Marco Dings (Director), Hugh Douglas-Smith (Director), David Opati Aswani (Director), Jaz Parkyn (Director), Marianela Queme (Director).

Apologies:

-

Proxies:

-

Invited guests:

Wilco Alsemgeest (Assistant to the Operations Department Coordinator).

Discussion outline

Treasurer

- Radek shared the Bank Balances as of today.
- Bank Statements are current through the end of September 2020 and are available in drive for board review.

Production Department

- Production meeting was postponed due to many being unable to attend.
- Production is testing if all production websites can move to PHP 7.4.
- We are moving the helpdesk to its official server in the next few days.
- We have started with the library review <https://github.com/joomla-projects/library-review>
- Request has been made to move all servers to Cloudlinux 6 which will extend the support to 2024.
- Created document on landing site in relation to cassiopeia and upcoming j.org template. Has been shared with marketing and needs further sharing and reviewing

Legal & Finance Department

- Hugh prepared a spreadsheet with last year vs this year sponsorship.
- Hugh is working on a proposal for a prospect sponsorship.

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Marketing & Communications Department

- Marianela is analyzing the document regarding the Joomla 4 landing page requirements prepared by Marco. A task list needs to be generated from this document.
- Marketing & VET are working on postcards for volunteers.

Events Department

- Success of two events JoomlaDay Chicago and PBF - Stats have been made public on the PBF Glip channel and published on Joomla Magazine.
- Departmental Monthly meeting postponed to next week, due unavailability of some members.

Operations Department

- Wilco reported the ongoing improvement of the Joomla.org web infrastructure.

Programs Department

- Uphold wallet account is now live. Jaz will complete the rest of the setup for Brave shortly once access has been received.
- Last department meeting took place on 13th October - [Programs Department Meeting - 13th October 2020 - Programs](#)
- Jaz attended a meeting with JCP and TechJoomla to review a bug with language strings and translation that is preventing them from testing the platform. TechJoomla have said that they will be working on a fix in the coming weeks. Thanks to Marco for attending the meeting.

Vice President

- Justine shared her review of the global PBF event.

Secretary

- **[Elections]** The replacement election for the Operations DC role is in progress and in the voting phase. Results are expected for October 26.
- **[PBF2020]** The Global Gold Sponsor agreement has been signed right before the event. The invoice should be sent to the sponsor to collect the payment.
- **[Reports]** Missing quarterly reports from: President, Vice President (former), Production DC, Operations DC (former), Marketing DC (former), Events DC (former). Current members are encouraged to chase their predecessors.
- **[Shop RFP]** Luca requested the Board to review the questions on the document prior to sending those to the vendor and try to move ahead with this RFP.
- **[Conflict Handling RFP]** Based on the costs of the proposals that we've received, it could be opportune to withdraw the RFP for now as we didn't allocate enough budget to such a "chapter".
- **[Onboarding]** Reminder to new Board Members to complete the Conflict of Interest Disclosure form according to the COI disclosure policy. <https://joom.la/coipolicy>

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President

- Brian would like to thank all the volunteers involved in JoomlaDay Chicago and the global Pizza, Bugs & Fun events.
- Brian asked the Board members to comment on the Communication Consultation Project.
- Brian confirmed with Accounting that all filings are on extension and in order
- Brian, Marianela and Hugh to have a meeting with BrandIT tomorrow.

Other business

- Hugh reminded Board Members that it is a requirement that this document is updated by each department 24 hours before the meeting.

Motions taken during this meeting

#2020/127 - Move the meeting to 18.00 UTC to reflect timeshift in Europe.

Proposed by Luca Marzo, seconded by Jaz Parkyn.

The motion passed with unanimous consent.

#2020/128 - Withdraw the Conflict Handling RFP and notify the participants that no vendor was selected.

Proposed by Luca Marzo, seconded by Jaz Parkyn.

The motion passed with unanimous consent.

#2020/129 - CONFIDENTIAL MOTION

Proposed by Brian Mitchell, seconded by Luca Marzo.

In favor: Radek Suski, Hugh Douglas-Smith, Marco Dings, Jaz Parkyn, David Opati Aswani, Marianela Queme, Brian Mitchell, Justine Ayebale Obunyanga, Luca Marzo.

The motion passed with unanimous consent.

#2020/130 - The Secretary proposes to adjourn the meeting

Proposed by Luca Marzo, seconded by Hugh Douglas-Smith.

The motion passed with unanimous consent.

Motions taken offline before this meeting

#2020/126 - Approve and publish the Board Meeting Minutes.

Proposed by Luca Marzo, seconded by Brian Mitchell.

The motion passed with unanimous consent.