OpenSourceMatters

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

Date: November 05, 2020
Time: 18:00 UTC
Total time of meeting: 1 hour 20 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), Wilco Alsemgeest (Director).

Apologies:

Marianela Queme (Director).

Proxies:

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Discussion outline

Treasurer

- Radek shared the bank balances as of today.
- The folder with bank statements is current with latest month documentation.
- Radek shared the CloudAccess report.

Production Department

- Released Joomla 4 Beta 5 and Joomla 3.10 Alpha 3.
- Release Joomla 3.9.22.
- Working on building release blocker overview with assigned "champions" to speed up progress to RC.
- There are a couple of teams that have had challenges with team leaders not attending department meetings. Marco is trying to re engage with the teams to ensure proper participation and representation within the department.
- There is a discussion about using 3rd party services, an internal vote is in progress.
- Philip Walton moved to the position of Team Leader of the Google Summer of Code team, Sigrid Gramlinger to take over the leadership of the CMS Release Team. Marco and the entire Department leadership expressed appreciation for their contributions.
- Rules for Google Summer of Code changed to have smaller packages, less money, details need to be analyzed by the Team to adjust projects and ideas.
- Initial meeting with MITRE in order to become a Certified Numbering Authority (CNA), further details will be provided and announced as soon as the process is completed.
- Marco expressed gratitude for Llewellyn van der Meer, who stepped up as Assistant to the

DC while he was absent.

Legal & Finance Department

- The spreadsheet for sponsorships for October will be available at the next board meeting once statements are available for the bank accounts.
- Hugh is dealing with a major sponsor agreement.

Events Department

- Events Department October meeting held 20th and the minutes have been published.
- JUG directory migration to DPCalendar is almost done.
- Laura Gordon is planning a JoomlaDay USA, she has the blessings and support of the event team especially at this time when we are encouraging virtual events.
- David is reaching out to volunteers to re engage and reinvigorate teams.

Operations Department

- The Webmasters team consist of members from other teams within and outside the Operations Department, all members within the group see themselves as a group working together with the same purpose and related to their own joomla properties they manage.
- [**DNS & CDN**] - Rochen advised us to move our DNS Structure to Cloudflare, which gives us control over the DNS management instead of needing them and will bring possibilities to get sponsoring to use CloudFlare Pro plan. The Pro plan makes it possible to move our CDN from Rochen management (MaxCDN) and brings support for IPv6, which MaxCDN doesn't have on their roadmap. The Cloudflare DNS configuration is prepared, we just need to pick a moment to switch as it involves all systems, a larger group needs to be informed about this.
- The ads display changes are performed within the websites, in the month November it will run only via Google and not via the TechJoomla tool.
  In September we had 310 USD income, in October this already increased to 1425 USD. Which is almost more than the past months of the year together.
- The Google Adsense information is now linked to Google Analytics, so the property owners can see the statistics and make decisions based on that.

Programs Department

- Department meeting took place on 3rd November - during the meeting Jaz reminded all team leaders to ensure that they are publishing minutes from their meetings on JVP and to populate agendas ahead of meetings to allow attendees to properly prepare. Jaz also asked them to reach out to any team members/contributors who have not attended 5 out of 7 monthly meetings to enquire the reason for their absence in meetings and team chats on Glip.
- Brave account is awaiting verification of the joomla.org domain name, the opensourcematters.org domain name has already been verified. It could be that a maximum of one channel is allowed until the Uphold wallet has also been verified.

Vice President

- Looking forward to conducting interviews with the volunteers (organised by VET). Justine will

have a meeting about this tomorrow.

Secretary

- [**Bylaws**] Jenn and Luca are working on the complete review of the Bylaws of the organization. It will require some more weeks to finish the work, but the next version of the document will fill some gaps in the definitions and responsibilities of the different roles present in the current version.
- [**Joomla Foundation**] As anticipated some meetings ago we need to renew our compliance package with Harbor Compliance for the Joomla Foundation, Inc. even if it's not yet functional. Therefore OSM should give a loan of 1200 USD to Joomla Foundation to pay the service fee. This load should be repaid in full once the Foundation is granted the 501(c)(3) Status and starts operating.
- [**Reporting**] Missing Q3 Reports from: President, Vice President, Production DC, Marketing DC, Events DC, Operations DC. Deadline was October 12, 2020. Q2 Report from the Operations DC is also missing.
- **[Project Management]** From Forum for the Future specifically the professionalism stream, more and more teams started to use GitHub for project management. Within the board we should adopt it as well. This will make a handover between board members easier as well and we always have an overview on tasks and activities.

President

- Uphold business application status report - support ticket opened.
- Brian is working with Citibank to ensure Radek has all the needed accesses.
- Brian reminded Board members about Credential Management Policies.

Other business

- Wilco reminded Board members to populate the DC Vaults in order to ensure proper transitions across the elections.
- Marco reminded the need to proceed with the Cookie script.

Motions taken during this meeting

#2020/132 - Approve a loan of 1200 USD to the Joomla Foundation, Inc. to pay the compliance package service fee and continue the setup path.
Proposed by Luca Marzo, seconded by Wilco Alsemgeest.
The motion passed with unanimous consent.

#2020/133 - Convert the Webmasters Team into a Working Group without voting powers.
Proposed by Wilco Alsemgeest, seconded by Luca Marzo.
The motion passed with unanimous consent.

#2020/134 - The Secretary proposes to adjourn the meeting
Proposed by Luca Marzo, seconded by Hugh Douglas-Smith.
The motion passed with unanimous consent.

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Motions taken offline before this meeting

#2020/131 - Approve and publish the Board Meeting Minutes.
Proposed by Luca Marzo, seconded by Hugh Douglas-Smith.
The motion passed with unanimous consent.