

## Meeting Minutes - Open Source Matters, Inc. Board meeting 22 September 2013

**Attendees:** Ofer Cohen, Victor Drover, Alice Grevet, Dianne Henning, Paul Orwig, Jacques Rentzke, Marijke Stuivenberg, Radek Suski, Sarah Watz

**Excused:** Leonel Canton, Mike Carson, Sandy Ordonez

Quorum: Yes  
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### I. Review of OSM Board of Directors motions brought to the floor via the email list:

- a) New Board Member Election: the board of Open Source Matters voted for Victor (Vic) Drover as our preferred candidate for a new board director. It is the intention of the board to also elect Vic as our new Treasurer in the coming weeks.

Candidate deliberation took place via conference calls and the email list. Victor Drover carried the majority vote.

- b) The board agrees to fund Brian Teeman's travel and hotel for Civicon London – approx. total £300.

### II. Treasurer's Report

- a) **PayPal:** \$138,108.65
- b) **Citi Checking:** \$84,162.95
- c) **Money Market:** \$376,312.33
- d) Tax filing has been submitted and soon the charity filing will be submitted as well.
- e) The budget document and latest balance sheets are being added to the website.
- f) Thomas provided very detailed documents and Vic is getting up to steam. He will continue to keep the Treasurer's guide updated. The process can be started to access the bank and other accounts.

### III. Old Business

- a) **Update on Hosting RFPs**  
The RFP team has narrowed down the selection process to two top candidates. All of the files have been shared with the board, but the board is asked to concentrate on the two finalists.
- b) The board discussed the pros and cons of contracting the 90-day service and the free for life service from the same or two different vendors.

### IV. New Business

- a) **Proposed Bylaws Changes**  
A document with the recommended minimum changes to our bylaws required for adding board members now has been shared. These changes have been recommended by SFLC. The goal is to discuss these changes and change the by-laws as a short term solution to be able to add board members.

All board members are encouraged to read the document and add comments to these technically important changes.

Note that we probably also have to update the Certificate of Incorporation.

After comments are added, the next steps are to vote on the changes and discuss a long term solution together with the governance working group. Further discussion and follow up will take place in the email thread.

## **V. Roundtable Discussion Points**

- a) Paul offers help as Vic continues getting oriented to the tasks of Treasurer.
- b) Certification is moving forward. Board members who are involved in certification will be participating in JoomlaDays in different countries either live or via Skype to inform them about the progresses on certification.
- c) Leadership members need to book their tickets to the JWC and add their attendance to the spreadsheet. An email reminder will be going out. Speaker additions will be posted on the website this week.
- d) Radek will be talking about the scholarship program at JoomlaDay Spain. Discussions are ongoing about a JoomlaDay component distribution. The events calendar is being updated.
- e) Fosdem: An email thread was started with people who want to get involved in attending/organizing on behalf of Joomla. A document with our proposal was created and sent. Radek had a chat with the organizers of Fosdem about our participation and is waiting to hear back.
- f) Board members need to be prompt and consistent in responding to requests for input, meeting attendance, etc.
- g) The workflow of the TM forms is progressing. The JUG team now has their own forms which are connected to the help desk on the Community site. Mat Thevenet has offered to draft a list of terms to be protected. Different areas of TM work need to be specified in order to target more volunteers.
- h) Document the legal rules established for the fan art sticker for future reference.
- i) The secretaries can move ahead on the call for nominees to the Capital Committee Team Leader position.
- j) Reactions indicate that processes for adding features in the App store could be improved to create a better experience for volunteers.

## **VI. OSM Goal Updates**

### **Trademark/Legal**

Helpdesk installation on [community.joomla.org](http://community.joomla.org) is now being used for JUG questions, which includes Trademark-related questions. A list of registered and non-registered Trademarks is being drafted. The TM forms for the OSM help desk are finished. To come: finalization of the workflow; the creation of Trademark-use guidelines for the Marketing and other Joomla teams; trademark policy review.

### **Certification**

The first meeting with Pearson went well. The team put together some brief information for them to study and come back to us with a solution. The team will be meeting once a week for two hours to put together as much information as possible so we have a quick start to launch the first certification

when we close a deal with a partner. Sarah will be presenting certification at JoomlaDay Spain via Skype.

VII. **Celebrating Success**

- a) Anniversary – the Joomla Project is 8 years young!
- b) Release 3.2 alpha
- c) Google Summer of Code students have been very successful and productive. Thanks to all the students and mentors involved!

***Paul made a motion to end the meeting. Dianne seconded.***

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