Meeting Minutes - Open Source Matters, Inc. Board meeting 20 March 2012

Attendees:
Robert Deutz, Javier Gomez, Alice Grevet, Dianne Henning, Paul Orwig, Ryan W. Ozimek, Jacques
Rentzke, Altansukh Tumenjargal

Quorum: Yes
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I. **Approval of previous meeting's minutes**
   The February 21 minutes will be approved by email.

   **Review of OSM board of directors motions brought to the floor via the email list, please
   circulate list by email in advance**

   See appendix

II. **Treasurer's report**
   Account Balances
   Checking account: US$6,109.96
   Money market account: US$245,300.51
   PayPal: US$7,883.86
   TOTAL: US$259,294.33

   Important expenses to note from February-March 2012:
   US Federal Taxes for Y2011: $36,262
   NY State Taxes for Y2011: $10,857
   NY City Taxes for Y2011: $16,871

   Working on: understanding why our city income tax would be nearly 70% greater than a state tax,
   determining what is left to be done to close out the 2011 budget, recruiting a new Treasurer.

   Extensions for our 2011 taxes have been filed on time, and taxes paid for 2011 on time (March
   14, 2012)

III. **Old Business**

   a. **2012 budget update**
      The 2012 budget should be published in the next week or so. Items for which details
      have been requested multiple times, but not received, may not be included in the budget.

   b. **Leadership structure changes**
      Javier is building a committee of 5 or 6 members, to include members of all leadership
      teams, as well as community members. They plan to spend 2 to 3 hours a week studying
      the subject of leadership structure changes. Lots of feedback will be coming. Discussions
      will be accessible via a public Google group.

IV. **New Business**

   a. **Meeting Reports from Robert**
      In California Robert met with Ebay. The venue and organization of the event look great.

Robert met with TJ Baker to discuss the new Events site, which is planned for an April launch.

Meeting with Grace Francisco of Microsoft: there are sponsorship possibilities for JAB and the JWC. Microsoft can assist the project in countries where we would like to be more present. She is looking into possibilities in China.

Robert attended a bug squad meeting in San Francsiso.

Met with Sandy Ordonez in NYC.

b. **Joint Summit**
Dianne is coordinating the collection of attendees and travel information, and defining Gunner's participation with him. A time limit will be set for the finalization of travel plans.

c. **Board meeting procedure**
The board agrees to the suggestions circulated by Paul via email for the Secretary to circulate the meeting agenda one week in advance, and for members to add a time limit to their agenda items. If the total time exceeds 90 minutes, the Secretary will discuss with the members and the President to keep the time within the limit. Report notes will be added by members into the agenda to streamline that part of the meeting.

d. **Plan for adding new board members**
Adding 3 board members, 1 Treasurer and 2 members, will bring us up to the recommended lowest number of board members. We want a wide range of geographical representation. Alice will draft a nominations blog, calling for up to 3 new board members, and list desired areas of experience.

e. **Survey**
A blog post will help to move this idea along, explaining the scope and purpose of a survey of the project. Volunteers with experience in creating surveys and collecting data will be invited to join a team to work on it.

f. **The Joomla educational working group proposal**
Jon Neubauer is creating a document and starting a working group to do more with university contacts.

g. **2012 First Quarter goal documentation**
As part of the revised process for goals there is a step asking all leadership members to publish a quarterly update (due at the end of each calendar quarter), updating their progress toward their goals. These short reports will be assembled into a leadership blog.

V. **Reports**

Capital Committee (Sukh)
No updates

License, Trademark, and Copyright Committee (Jacques)
The Trademark Team discussed the Brand Manual, and the need to update it. We said goodbye and expressed our thanks to James Vasile (who's been a source of valuable advice over the years), who will not be serving another term on the OSM board. Jacques is in discussion with Pedro to help us implement the new Trademark application forms and Helpdesk as soon as possible.

Audit Committee
No updates

Budget Committee
Reminder: We want to publish a blog by the end of April with updates on each of our 2012 goals (Communications: Alice, Events: Robert, TM/Legal: Jacques, Capital: Sukh). Please plan on providing a paragraph or two to Alice about your goal, and Alice will help assemble everything and get the blog published.

Events Teams
Working hard to get the new events site finished and online. Providing help to some JoomlaDay organizers and approved a couple of JoomlaDays.

Demo site report
All OSM board members have been asked to study the renewal request document from Cloud Access. So far there are some questions regarding the monthly reports. Cloud Access will be asked to provide clarification. We are aiming to reach a decision about contract renewal by the April board meeting.

Shop
A call was made in the March JCM for international team members to step forward. So far, 19 folks from 15 different countries have replied. Dianne will create a skype chat, and google group to get some ideas flowing.

Internationalization
No updates

PR & Communications
PR push for the 30 million downloads mark, with the following coverage:

http://www.marketwatch.com/story/joomla-cms-downloads-surpass-30-million-2012-04-04
http://www.techweekeurope.co.uk/news/joomla-hits-30m-downloads-71541
http://www.eweek.com/c/a/Linux-and-Open-Source/Joomla-Open-Source-CMS-Marks-30-Million-Downloads-356328/
http://www.itbusiness.ca/it/client/en/home/News.asp?id=66869

VI. **Celebrating Success [5 min]**

   a. **Joomla!'s acceptance to GSOC!!**
   b. **Joomla!Day Guatemala success**

Next meeting: Tuesday, April 17, 2012 at 15:00 UT C

Dianne made a motion to end the meeting. Robert seconded.

Reference documents and appendix:

   1. **Board motions taken on the email list:**

Motion: The board of Open Source Matters appoints Ryan Ozimek as interim Treasurer, to serve in this position until a new Treasurer has been elected, or April 30, 2012, whichever comes first. Additionally, Ryan's board membership shall terminate one week after the election of the new Treasurer or on April 30, 2012, whichever comes first, based on the approval of such board membership already provided by the Community Oversight Committee.

By: Jacques Rentzke
Seconded: Paul Orwig
Date: February 24, 2012
For: 7
Against: 0
Quorum: Yes
Result: Motion approved

Prepared by Alice Grevet (Secretary of the board of Open Source Matters, Inc)