

Meeting Minutes - Open Source Matters, Inc. Board meeting 23 October 2014

Attendees: Jorge Lopez-Bachiller Fernandez, Martijn Boomsma, Mike Carson, Ronni Christiansen, Victor Drover, Rod Martin, Tessa Mero, Ryan Ozimek, Joe Sonne, Marijke Stuivenberg, Radek Suski, Sarah Watz

Excused: Saurabh Shah

Quorum: Yes

1) Call to order

Sarah Watz called the meeting to order.

2) Roll Call

The Secretary executed the roll call, establishing the presence of a quorum.

3) Approval of Agenda

Marijke Stuivenberg made the motion to approve the amended agenda as it was written. Ronni Christiansen seconded.

The motion passed by unanimous consent.

4) Approval of previous meeting minutes

Marijke Stuivenberg makes the motion to approve the meeting minutes of September 25, 2014. Martijn Boomsma seconded. The motion passed by unanimous consent.

Ronni makes motion to amend the agenda to add GSoC under item 9 new business. Rod Martin seconded.

11 in favor, 1 against Motion passed.

5) Report of the President

a) Marketing & Communication

i) The Why Process [Status Report]

Currently the discussion about the structure had more attention. The activity and input the why process got goes hand in hand with the discussion about a new structure for the project. The SWOT Team and Marketing have been involved in the process, they will move forward using the input provided.

ii) The Grace Hopper Conference

Sarah Watz and Ruth Cheesley represented Joomla on the conference with more than 8000 attendees, mostly women in tech. The good looking booth helped to get a lot of attention for the project and many showed interest in volunteering. Their names have been listed and it will be tracked how many actually join to contribute.

b) Structure & Organization

i) Structure Status Report

The proposal that was shared with the active community members, got a lot interest. It is a big issue, and therefore it is good to see that there is a lot of input, even though sometimes

discussions got loaded.

The timeline for the process that was communicated in the blog post, has been extended shortly after the proposal was shared. There is more time needed to reflect and discuss the issue.

Disappointing was that information was shared by leadership members with the community that was asked to keep private at this time, in a negative way and without thoughts for the process at all. The excuse for doing so might be to be transparent, but transparency doesn't mean one can go outside the process that was agreed on.

We can understand that people are passionate about the subject. We have a big community and we can't expect that everyone will agree on all that is proposed. But we need to be constructive and work our way through the process.

c) Internationalization

- i) At the Grace Hopper Conference there were 45 different languages represented. A fair number of attendees that signed up for volunteering in the Joomla project showed interest in Internationalization. We're looking forward for people to come in.

6) **Report of the Treasurer**

a) Banking

Due to troubles connecting accounting software to banking accounts the treasurer apologizes for not being able to report the numbers of the banking accounts at this moment. A full report will be presented to the Leadership during the summit before the Joomla World Conference.

b) Report of the Finance Team meeting in NYC:

- i) NYC was chosen to coordinate with JoomlaDay New York, which unfortunately was cancelled.
- ii) A four hour session with an expert on accounting process gave really good insides on approaching finances. Focussed on transactions, properly categorizing, workflows. After the session the team worked on recategorizing numerous items that made the previous reports imperfect to some degree, but nothing illegal. Some items were wrongly categorized, due to the transition earlier this year. Expected is there will be quite some difference in the next reports. The team is glad to have found an expert that is available and can be reached out to for help in the future.
- iii) Financial policy and timelines for 2015 budget process was discussed. An email starting the budget process will be send out soon.
The policy document that is drafted will be shared with the leadership and asked input on. A good example for a non for profit organization is used as a template for it. It is not expected that the financial policy for the entire leadership will be ready before the budget process. Waiting for it will delay the budget process which is not preferred.

Would there be enough money available in the budget of this year to bring the entire leadership together for voting on the structure proposal? If we do decide to vote on it in December, it would be beneficial to bring the people in one room together.

Another idea is to have two locations for it, one in Europe and one in the US.

Open question to come back to as appropriate.

7) Team Reports

a) Demo Site [Status Report]

- i) First revenue from the demo upgraded accounts \$ 1544,16
Affiliate sales: \$ 290,25
- ii) Sample data demo:
SiteGround will be adding sample data tomorrow. They plan to have only one article with an image inside it, as this is much easier for a newbie to remove completely by un-publishing the article. The standard Joomla with sample data is considered less intuitive on how it can be removed.

For the 90 minutes demo more sample data is desired. An idea is to ask the Marketing team to ask help creating it. The project itself could benefit also from better sets of sample data. It will be further discussed with SiteGround.

- iii) Free hosting one template ready, SiteGround will be adding own templates. The system is undergoing heavy testing. The design on the user area has been started and will be shared when appropriate.

b) Event Team [Status Report]

- i) JWC organization is on schedule. The finances for the event are positive. Right now consider terms of next year local student outreach programme is considered.
Hopes are to be able to announce the next edition in Cancun.
- ii) Planning a meeting for the Event team itself was unsuccessful before the JWC. They hope to meet early next week. There are a lot of things to discuss such as the JD charter, concerns about financial support agreements, are on the agenda. They also plan to talk about the cancelling of JDNYC.

c) Capital Team [Status Report]

- i) Due to team members that have been involved with the JWC organization less progress has been made than wanted. Priority within Capital Team is the Global Sponsorship Programme. A presentation for the board is desired, the sooner the better. The programme is linked to the Cloud Access post demo contract. The Capital Team will reach out to get feedback in general about it. Sponsorship for the project is slow at this moment and the little bit that we get, unfortunately has been criticized by some.

d) OSM Website Team [Status Report]

- i) Articles need to be reviewed, help on this is much appreciated.

8) Any Unfinished Business

a) Contract RFP Marketing

Discussions, going back and forth contract between lawyers and preferred vendor and the CLT liaison. When appropriate it will be shared on the email list for review.

9) Any New Business

a) Joomla Day UK and Yom Kippur

Some conflicts occurred about the JoomlaDay UK being organized on an important religious holiday

and comments supporting JoomlaDay Israel by somebody.
Arguments on all sides have been listened to and discussed with the people involved in this conflict.
Most disappointing was the way communications were handled.

Though at the end of the day decisions are made by individual organizers, the events team will make strongly recommendations to not plan events on important religious holidays.

b) Cancellation of JoomlaDay New York

While the Events Team will also discuss this item on their agenda, the members of the Financial Team had a conversation with the organizers when they were in NYC for their meeting. Their impression was that the organizers failed mainly because they had their expectation wrong. Their perception was that OSM will do the work they needed to do themselves. Suggestions done have not been followed up. The organization will need new enthusiastic people that are committed to Joomla. Cancelling the event is considered to affect the Joomla branch. On the perspective of funding events by OSM, an agreement is necessary that funds need to be returned when an event is cancelled.

c) JWC agenda OSM meeting

A document to brainstorm on what focus the OSM meeting will have will be drafted

d) GSoC

A team has been formed that will be occupied with the tasks related to the GSoC. It contains Chad Windnagle and Robert Vining as GSoC organizers and liaisons of each Leadership Team; Ronni Christianse (OSM), Matt Thomas (PLT) and Dianne Henning (CLT). They met a few weeks ago, representatives of all LT. The team will take part in the budget process writing proposals for the next year. Beyond that they are working on expanding and debated different ideas on sponsoring students to attend JWC instead of applying for the JET.

Martijn Boomsma made a motion to adjourn the meeting, Rod Martin seconded. Motion passes with unanimous consent.

Prepared by Marijke Stuivenberg (Secretary of the board of Open Source Matters, Inc)