

Meeting Minutes - Open Source Matters, Inc. Board meeting 12 March 2015

Attendees: Jorge Lopez-Bachiller Fernandez, Martijn Boomsma, Ronni Christiansen, Victor Drover, Rod Martin, Tessa Mero, Joe Sonne, Marijke Stuivenberg, Saurabh Shah, Sarah Watz

Excused: Ryan Ozimek

Quorum: Yes

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### 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

a) Victor Drover made the motion to approve the agenda as it was written. Martijn Boomsma seconded.

The motion passed by unanimous consent.

### 4) Approval of Previous Meeting's Minutes

a) Ronni Christiansen makes the motion to approve the meeting minutes of December 11, 2014. Rod Martin seconded. 2 abstain, 8 in favor, motion passes.

b) Joe Sonne makes the motion to approve the amended meeting minutes of December 18, 2014. Ronni Christiansen seconded. 2 abstain, 8 in favor, motion passes.

c) Martijn Boomsma makes the motion to approve the meeting minutes of January 8, 2015. Ronni Christiansen seconded. Motion passed by unanimous consent.

d) Rod Martin makes the motion to approve the meeting minutes of February 12, 2015. Ronni Christiansen seconded. 3 abstain, 7 in favor, motion passes.

### 5) Report of the President

a) Structure & Organization

The document for the proposal on the structure change is on hold, while illustrations are created and modified by the marketing team. We also aim to have translation of the executive summary at the time it will be released for the community.

b) Marketing & Communication

CLT submitted presentations for the Grace Hopper conference and also reached out to other OS communities to see if we can have a panel debate. If submitted presentation are approved the idea is to sponsor the conference in order to have a booth again.

At this moment Sarah is in Kenya where she will do a presentation tomorrow. She will be sharing several stories from community members that she received after a request. About 300 people will attend the event in Kenya.

### 6) Report of the Treasurer

The budget of 2015 has been approved (see appendix). Numbers of banking accounts are not available at this moment, due to all the work on the budget. Tax filings have been submitted. Currently he is

investigating 4 cheques that have been received by an unknown company as affiliate payments. Next meeting there will hopefully be more details.

## 7) Team Reports

### a) Demo & Joomla.com Status Report

- i) Board members that are interested can get an account and access the statistics that are generated by SiteGround. The total revenue can be seen on the dashboard, the commission due for February is \$4046.78, which will be sent to OSM bank account this week. Next month regular payment will start.

Team has slowed down for the moment. Some changes to be made on joomla.org to avoid confusion were suggested by SiteGround and are currently discussed. There is still a lot of work that needs to be done to make joomla.com more visible. Growth might be only measurable after 18 months.

Currently there are some default templates to choose from. Proposed was a workflow by SiteGround to get more templates. Currently there has been no decision taken about implementation. Ideas can be to publish a blogpost and request submissions as well as a team to review them.

### b) Capital Team Status Report

- i) The Capital Team did not have a general meeting in February due to Team Leader's illness. In February Joe Sonne and Tessa Mero worked together with a potential vendor to secure a communications collaboration platform for Joomla.org leadership teams and working groups. Things have progressed nicely and should culminate in a signed contract between the vendor and OSM in the near future. (see also item 8a.)

### c) GSoC Status Report

- i) Regretfully Google decided to reject 25% of all the organisations applications this year of which Joomla was one. In conversation with Google they assured us that they look forward to our applications for next year. Causes are that they reduced the applications and wanted to have some new ones in the project. As an alternative a student project run by the Joomla Project itself was proposed to PLT. PLT talked about it and expressed concerns on the administrative and fiscal workload. Discussions are ongoing.

### d) Trademark Status Report

- i) There has been little movement on the team. An email was sent to Duke as it seems he has not time enough to lead the team. A reply on it is not received as of today. Some people are working on the trademark website, there are no details to share about that so far. Vic feels a little uninformed at this stage, trying to gather the team and sort out what has been going on.

From the January report on the volunteer portal it seems that the team has been setting up a whole new website and did not resume the work already done on tm.joomla.org. Victor will try to find out if the team is aware about the website that was already in progress. First of all we need to find out how the team can be moving forward again.

### e) Certification Team Status Report

- i) In January a kick off meeting was done with the whole team, not only the leaders of the subteams, in order to have a good communication about the progress on the extension. New people are stepping in and bring a lot of knowledge and energy. Goal is to be able to start certification this year. JWC asked if a session would be possible. Target is to have a new extension ready for that then. The new features that are going in the extension will make things simpler and improve it and make it easier to maintain it.

## 8) Any Unfinished Business

### a) Glip

The drafted contract will be sent to the lawyers and be reviewed by them. We expect it to be ready soon since it is just a small contract. As soon as this is ready we can start moving to Glip as the communication hub.

An admin account on a role based email address should be added.

### b) Global Sponsorship - CA post Demo contract

CA post demo contract is currently stalled, and will be probably permanently stalled since the sponsorship responsibilities has been moved to CLT. We have no ways to offer CA allowing them to use their money for being able to help raise their profile in the community.

In general on Global sponsorship the idea is to talk in depth about the concept with the JWC organisation and individual Joomla events around the world. Suggested is to create default packages for JDays who wants to apply.

Along with this conversation the suggestion is to have a policy for events that are sponsored by OSM/CLT. Joe will work on a draft and present it to the board.

### c) Budget 2015 process evaluation

Feedback on the process was that more detailed information what the line items are for besides the title. A description will help improve transparency. Giving target numbers to the teams for budgeting and make them stick to it will help to prioritize their goals looks like a good idea but the counter side of it is that it is difficult to balance the budgets between the teams. We can not prioritize for other teams. We need to have more face to face time and start earlier on the budget process.

Other take aways were the decentralization of the budget process which makes overview hard and there is no overall prioritizing. Ownership was unclear. A joined debate could be helpful.

## 9) Any New Business

### a) Elections and Annual General Meeting of the members of OSM

We need to have the annual general meeting of the members in April where the elections of the board directors take place. Sarah and Marijke will draft an election process and send it to the email list.

### b) Fundraising idea

Open Source Training approached us with an idea to put Joomla training video content to be made free of charge to those with a Joomla.org login on the website. A potential income for OSM could be coming via an affiliate program from the vendor that can upsell users to a higher level membership. A document with a potential RFP has been provided for the board. The board is asked to take a look at this document. Due to time, the link will be send on the mailing list and discussed there.

c) Robert's Rules of Order

The link to website of RRoO and the order of superseding regulations is shared. According to Ronni we need to implement the rules in our bylaws. We need to change the bylaws to be in legal compliance and sort out conflicts between them. Ronni will sent specific details to the mailing list where it can be commented.

**10) Announcements**

An amazing Joomla Handbook is published in the Netherlands. 12k copies are for sale in 3000 shops spread over the country. The publisher is interested in translating and making it available in the rest of the world. Though the audience is different only translating might not work. Martijn is going to investigate into possibilities to have an English edition at the JWC.

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

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

**Appendix:**

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

**MOTION:** To approve the budget for 2015.

Motion brought by Ronni Christiansen on february 21th, 2015. Victor Drover seconded. 10 votes are casted in favor, the motion passed.