

## Meeting Minutes - Open Source Matters, Inc. Board meeting 10 September 2015

**Attendees:** Martijn Boomsma, Ronni Christiansen, Rod Martin, Ryan Ozimek, Joe Sonne, Marijke Stuivenberg, Sarah Watz

**Excused:** Jorge Lopez-Bachiller Fernandez, Victor Drover, 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

- a) Ryan Ozimek made the motion to approve agenda as it was written. Joe Sonne seconded. The motion passes with unanimous consent.

### 4) Report of the President

#### a) Structure & Organization

The Team Members for the Transition Team are elected and notified about their appointment. The leadership teams are also notified about the results and are all asked to put a liaison forward to complete the team. An announcement will be published as soon as the transition team is complete.

#### b) Marketing & Communication

As a birthday present, the joomla.org website was updated and is finally responsive. Many pictures of Joomla birthday cakes were shared from all over the world.

#### c) Internationalization

Sarah will be visiting JoomlaDays in Poland and Israel, as well as the first Joomla Business day in France.

### 5) Report of the Treasurer

#### a) Use of Orbitz and financial policy

A strange looking booking through Orbitz for a code sprint, that seemed unnecessary expensive and done under an account whose name was changed, caught the attention of the treasurer. After extensive communication with several PLT members the situation was cleared. Hopefully these kind of situations will be prevented by a financial policy which is currently being prepared by the financial team. It includes a travel policy and other leadership teams already had the opportunity to comment on it. Plan is to have the policy ready by the end of the month so it can be put on the agenda of the board meeting next month.

#### b) Pre-paid debit card usage

Ideas for a list of rules that will be put into a contract for the usage of a pre-paid debit card were sent to the the board to study. Rules include agreements on reporting, background check and the exclusive use in regards with Joomla project related purposes. Echosign will be used for the contracts and agreements will be stored in there.

### 6) Team Reports

#### a) Demo & Joomla.com

After May, revenue dropped in June, and went up slightly in July and August. The statistics

show that August is at the level of May again.

b) Capital Team

A sponsorship team meeting took place in August. John Coonen is taking the lead as the campaign strategy leader. Results are expected any day now on two goals. 1. Simple campaign for Joomla Community sponsorship renewal. 2. Start working on a strategy for a larger sponsorship campaign. Requests for Joomla Community sponsorship are increasing since the new website.

c) Trademark

Most of the work last month contained getting things organized in trademark and bringing the new leader up to speed as well as giving him access to all necessary places and documenting. Access to domain names will be granted after signing an agreement. An ongoing issue in Indonesia is under control.

d) Certification Team

In search to a platform for Certification, where the option to build it by community members self failed due to a lack of lead developers, the certification team now looks at a platform on test.com or Moodle. The expenses for these platforms seem to be reasonable. If a platform is chosen, the plan is to have the certification program ready at the JWC.

e) Legal Team

Now the structure team will be dissolved at the end of the month, the work on drafting new bylaws can start.

## 7) Any Unfinished Business

a) Training RFP

The RFP has been published on August 24th, so far there were no responses. Sharing the link to the RFP through social media is appreciated.

b) Google & Joomla

Joe and Ronni had a meeting yesterday with contact persons from Google regarding a partnership. They discussed an interesting contract for 3 months and at the end of these 3 months a final agreement can be renegotiated. Potential revenue from this contract sounds very attractive. A proposal will be made in the next days.

c) Roehen Hosting & CDN challenges

Over the past months we experienced CDN related issues that caused downtime. Though tickets are responded to in a fast way, it seems that the problem of downtime is not really resolved. Roehen offers the project free hosting for all it sites. However it seems there was never an agreement formalized that includes handling these kind of issues. OSM feels that, in order to maintain the relationship with Roehen in a better way, it needs to take ownership of this task. Roehen is an important partner and sponsor of the project, as a platinum sponsor, and offering their servers and staff time and the countless sponsoring of JoomlaDays. It's in the interest of both the Joomla project and Roehen to have a constructive and positive conversation, and have things defined in a better way. Joe and Ronni will take action on this, Ryan will send them a document that was put together by Roehen in 2011, for reference.

## 8) Any New Business

a) Allocation Budget to new vendor contract

Apparently Voxus was hired by the Marketing Team in regards with the Joomla 3.5 Press release. A contract was sent and shared with the board. Before signing it, the board should formally reallocate the money from the budget line item that was reserved for the Sensis service to a new line item.

Comments are made that unused budget can not simply be used for other purposes without having a motion to reallocate the budget through a motion. Though the service with Sensis was

terminated, and the Voxus contract also has a marketing purpose, the line item was for a service and not a contract. The board also recommends to build in some measure of success in the contract.

#### **MOTION**

A motion was brought to the floor to reallocate \$11000 from the budget line item 8570\_CLT\_AWARENESS\_SENSIS to a new line item, 8570\_CLT\_AWARENESS\_VOXUS (line item owner is Mike Veeckmans) to be used for Joomla Marketing.

Motion was brought by Martijn Boomsma, Ronni Christiansen seconded.  
The motion passes with unanimous consent.

- b) Transition Team Liaison  
Ryan Ozimek has been nominated and chosen to be the OSM liaison. Congratulations to this important job.
- c) Elections OSM - Special Meeting of the Members on October 8th  
On October 8th a special meeting of the Members of OSM will take place. We need to decide if we want to do a call for nomination for Board Director positions, renew the terms of the existing Board Directors, or allow our terms to expire and continue OSM by the 3 officers until the transition is realized.  
Consensus is for the 3rd option, this will put a sense of urgency to the transition team.
- d) In-camera session  
Proposed is to have an in camera session as item at the end of the agenda, where sensitive items can be discussed in camera.

#### **9) In-camera Session**

An in-camera discussion about the renegotiations of the Demo & Joomla.com contract.

#### **10) Date & Time of Next Meeting**

- a) Proposed dates:
  - i) October 8 2015 8PM CEST

#### **11) Announcements**

Happy Birthday to the Joomla project! This month Joomla celebrates it's 10th birthday. Also noticeable is that on 28th september OSM's certificate was signed by deputy of state, 10 years OSM on 09-28!

Joe Sonne made a motion to adjourn the meeting, Rod Martin seconded. Motion passed by unanimous consent.

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