

**Minutes of the OASIS Governing Board, held at the IBM Offices, San Francisco, CA
on Tuesday, 25 September 2001**

Attendees:

Directors

Position

Colin Evans	Director and Board Chair
Norbert Mikula	Director and Board Vice-Chair (by telephone)
Patrick Gannon	Director and interim President/CEO
Jim Hughes	Director and Secretary/Treasurer
Una Kearns	Director
Christopher Kurt	Director
Simon Nicholson	Director
Michael Weiner	Director

Others Present

Jennifer Wolcott	Eldil
Karl Best	OASIS Director of Technical Operations (by telephone)
Leo Kraunelis	OASIS General Manager, XML.org (by telephone)

1. Opening and Agenda Approval. Colin Evans called the meeting to order at 8:12 am. The agenda was approved as proposed.

2. Introduction to Strategy Study. Patrick made opening comments, noting that this study was not a market analysis and was based on interviews within the board and staff. The written report, prepared by Jennifer, had been distributed to the board prior to the meeting.

[Karl and Leo joined by telephone at 8:30 a.m.]

3. Presentation and Discussion of Strategy. Jennifer introduced the report, noting that the board should have 6 discussions: mission statement; adoption or rejection of the study's recommendations; any enabling actions for the recommendations; additional board-raised recommendations; OASIS relationship to other organizations; and next actions to take with Eldil, if any.

[Norbert joined the meeting by telephone at 9:30 am, but left at 9:50 am due to poor telephone connections.]

The OASIS Strategic Review paper was discussed at length, including the Recommendations. Also discussed was a comparison of OASIS' value as a center for

XML technology standardization compared to a central value based on the technology process. A sense of the meeting was that the board should proactively and prescriptively establish TCs, keeping the current process but prescribing some controls for consistency. The current posture of having little control over which TCs are formed or not seems insufficient and more Joint Coordination Committee activity is called for. We may also need to establish certification activities which support TC output.

It was concluded that the mission involved the middle software space, including delivery of infrastructure, and we should integrate our TC output as much as possible.

Various action items and resolutions arose:

Action Item 010925-01. Una to provide the current TAC Charter to the board for review and confirmation.

Action Item 010925-02. The TAC will rewrite Recommendation #2, relating to a “guidance” committee, showing how OASIS could move forward in this area to coordinate activities; a clear plan of actions to take is needed.

Action Item 010925-03. Resolution of the Mission Statement (Recommendation #1) is assigned to the Strategy Committee, using comments from the board discussion today; a recommended Mission Statement should be returned to the board for approval.

Action Item 010925-04. Simon, Colin and Carol will form a special task force to look at the marketing topics raised in Recommendations #4 and #5, and report back to the board; special consideration should be given to understanding the market OASIS operates in, and making recommendations for specific actions to take.

The remaining Recommendations will be addressed in light of the current financial plans and reviewed by the Board in 6 months’ time. Patrick will use this material for his planning and pass it to the incoming President/CEO when hired.

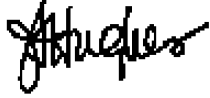
Following additional discussion on OASIS actions in other standards bodies:

Resolution 010925-01. Resolved unanimously: That the President/CEO notify the board of OASIS’ proposed and final voting position on key votes taken in the W3C Advisor Committee.

Jennifer was then thanked for her work in preparing this Review; no further contract with Eldil was considered at this time.

4. Executive Session. The board then moved into executive session.

5. Closing. There being no further business, the Chair closed the meeting at 5:30 p.m. The next meeting is scheduled for 8:00 a.m. PDT on 2 October, and Michael will set up the telephone bridge.



Jim Hughes
Secretary