Minutes of the OASIS Board of Directors
26 February 2007 - Final

Held by teleconference.

Directors in Attendance

Patrick Gannon, OASIS President and CEO
Eduardo Gutentag, Chairman
Ed Cobb, Vice Chairman
Frederick Hirsch, Secretary
Mike DeNicola, Treasurer and Finance Committee Chair
Bob Glushko
Paul Knight
Chris Kurt
Jeff Mischkinsky
Claus von Riegen
Michael Winters

Staff and Guests in Attendance

Robin Cover, OASIS Staff
June Leung, Chair, PKI Member Section Steering Committee
Dee Schur, OASIS Staff

1. Welcome, Goals and Agenda Review

Eduardo Gutentag convened the meeting at 8:15 a.m. PT. Ten directors were present when the meeting convened. The meeting agenda was reviewed and approved as distributed prior to the meeting.

2. Review & Approval of Minutes & Review of Action Items

Review and Approval of Minutes

Frederick Hirsch presented the meeting minutes from the 24-25 January 2007 Board meeting for approval and provided an updated status on outstanding action items.

RESOLUTION 2007-02-26.01: RESOLVED, that the Board approves the minutes of the January 24-25 2007 Board of Directors meeting as previously distributed (v3).

RESOLUTION 2007-02-26-01b (to amend), RESOLVED, accept two corrections from Patrick Gannon, change “IT Committee” to IT Infrastructure Committee” and change “Member Section Committee” to “Member Section Policy Committee” in minutes.

Passed unanimously as amended.

<Claus von Riegen joined>
Review of Open Action Items

<Open action item review was deferred until after agenda item #10.>

ACTION ITEM 2006-01-25.02: Patrick Gannon to track the IT issues list and import into IT tracking tools when they are available.
    [Status: Open.
    IT Infrastructure Committee reviewing issues list.

ACTION ITEM 2006-08-02.01: Robin Cover and staff to report back to the Board on naming convention implementation in 6 months
    Close. See Agenda #10

ACTION ITEM 2007-01-24.01: Patrick to inform Board of Member Section transition status at the end of six months.
    [Status: Open. Due 24 July 2007]

ACTION ITEM 2007-01-24.02: Member Services to bring to Strategy committee detailed member analysis from 2006 in February 2007.
    Close. See Agenda Item #4.

ACTION ITEM 2007-01-24.03: Strategy Committee to evaluate Associate membership category and provide Board recommendation for continuing to retain this category by June.
    Close. See Agenda item #4

ACTION ITEM 2007-01-24.04: OASIS Staff to bring analysis of Member Section deferred revenue related to growth of Member Sections to the finance committee for next Finance committee meeting.
    [Status: Open. Under discussion within Finance Committee.]

ACTION ITEM 2007-01-24.05: IT Infrastructure committee to review and prioritize entire IT status report, including clarification of closed items.
    [Status: Open. Under discussion within IT Infrastructure Committee.]

ACTION ITEM 2007-01-24.06: Staff to bring report on opportunities based on TAB GAP analysis to the Board by March 2007.
    [Status: Open.]

ACTION ITEM 2007-01-24.07: Carol Geyer to work with TAB to raise visibility of TAB work, specifically GAP work, to OASIS membership.
    [Status: Open.]

<Jeff Mischkinsky leaves teleconference>

ACTION ITEM 2007-01-24.08: TC Process committee to consider (a) the range of final deliverables produced by TCs and (b) how to avoid standards inflation, producing a recommendation by the August OASIS Board meeting.
ACTION ITEM 2007-01-24.09: TAB to provide additional actionable recommendations based on GAP activity for the August Board F2F.

ACTION ITEM 2007-01-24.10: Patrick to identify methods for conducting a full 360 review including staff and board by 26 March.

ACTION ITEM 2007-01-25.01: Patrick to provided update of the management backup plan at the April 2007 Board meeting.


ACTION ITEM 2007-01-25.03: TC Process committee to add issue regarding review of use of the word "submit" at lines 546, 548, 569, 572, 580 and replacing it with "stored" and making related editorial adjustments as appropriate.

ACTION ITEM 2007-01-25.04: Staff to conduct analysis and assessment of risk associated with 1-org-1-vote proposal and provide to the Board, Strategy and Finance committees by the end of February.

3. Review of Follow-up to Board Resolutions from 15 Dec Board call.

Frederick Hirsch summarized status of follow up actions to resolutions approved on the previous Board meetings.

Resolutions from 15 Dec 2006

RESOLUTION 2006-12-15.02: OASIS Employee Bonus Policy
[Status: Completed. Distributed to Employees on 1 Feb 2007]

RESOLUTION 2006-12-15.04: OASIS Board Standing Rule 2006-12-15.01
RESOLUTION 2006-12-15.05: OASIS Board Standing Rule 2006-12-15.02
[Status: Open. Need to put on OASIS public policy page.]
RESOLUTION 2006-12-15.06: OASIS Trademark Recommendations
[Status: Open. Staff beginning implementation. Web site updates needed.]

Resolutions from 24-25 Jan 2007

RESOLUTION 2007-01-24.01: Approves the public and private minutes of the December 15
2006 Board of Directors meeting.
[Status: Completed. Minutes posted to members website.]

See http://www.oasis-open.org/private/bod_minutes_12_15_06.pdf

The minutes from June 2006 have also been posted (http://www.oasis-
open.org/private/bod_minutes_06_28_06.pdf)

The Kavi folder to upload confidential (executive session) minutes has been created.

RESOLUTION 2007-01-24-02: Add new A agenda item to consider OASIS banking signature
motion as Finance Committee Item.

RESOLUTION 2007-01-24-03: OASIS Member Section Policy
[Status: Completed. Posted to OASIS Policies & Procedures Web site.]

RESOLUTION 2007-01-24-04: All existing OASIS Member Sections must submit revised
Rules of Procedure (RoPs), which conform to the approved Member Section Policy, within six
months (24 July 2007).
[Status: Open. PKI (ITI) MS submitted for Approval; see Agenda Item #4.]

RESOLUTION 2007-01-24-05: Member Section Policy committee to submit a revised Member
Section Policy for the Board F2F in Aug 2007.
[Status: Open.]

RESOLUTION 2007-01-24-06: Michael Winters joined the Member Section Policy committee.
[Status: Completed. Michael's name added to the committee roster.]

RESOLUTION 2007-01-24-07: Emergency Interoperability Member Section Rules of
Procedure
[Status: Open. Steering Committee being named.]

RESOLUTION 2007-01-25-01: Memorandum of Understanding between Asia PKI Forum and
OASIS
[Status: Completed. Patrick added statement regarding English version, signed
MoU and sent copy to APKIF.]

RESOLUTION 2007-01-25-02: Add Scott McGrath as OASIS Signatory for various OASIS
bank accounts.
[Status: Open.]
Frederick noted that both Mike DeNicola (Treasurer) and Frederick Hirsch (Secretary) need to sign.

RESOLUTION 2007-01-25-02a (to amend): Notice that payments over $25,000 require the approval and signature, as appropriate, of the treasurer.
[Status: Completed. Finance Policy updated.]


RESOLUTION 2007-01-25-05: Proposal for "Draft 1-org-1-vote rule revisions dated 16 January 2007 Marked to show changes FROM cumulative clean-up draft"
RESOLUTION 2007-01-25-06: Table motion.

RESOLUTION 2007-01-25-07: RESOLVED, Hold April F2F meeting in open session apart from Finance, Staffing and Executive sessions.
[Status: Completed. Board Sessions included in Symposium announcements.]

RESOLUTION 2007-01-25-08: RESOLVED, Claus von Riegen be added to the IT Infrastructure Committee.
[Status: Completed. Claus' name added to the committee roster.]

RESOLUTION 2007-01-25-09: RESOLVED, Mike DeNicola be added to the Member Section Policy Committee.
[Status: Completed. Mike's name added to the committee roster.]

4. Strategy Committee Status

Frederick Hirsch provided an update of Strategy Committee status, including a review on member non-renewals, the associate membership category and discussion regarding 1-org-1-vote.

The strategy committee recommends that the Associate membership category be retained as-is without any change, since it serves a useful purpose. It is better to retain members and increase the value of OASIS to them than to encourage them to leave OASIS.

This recommendation should close ACTION ITEM 2007-01-24.03.

5. Modify Effective Date for TC Process Conformance Clause

The TC Process committee discussed the impact of a conformance requirement on committees nearing completion of their work, including consideration of TAB input

RESOLUTION 2007-02-26.02: RESOLVED; The effective date for the new requirement of conformance clauses in Sections 1(dd) and 2.18 of the TC Process is changed from 1 March 2007 to 1 June 2007. The requirement of conformance clauses in Section 2.18 will not be
applied to any specification version approved as a Committee Specification before 1 June 2007.
The required inclusion of conformance clauses in Statements of Use as defined in Section 1(dd)
will not be applied to any specification version approved as a Committee Specification before 1
June 2007 which does not include conformance clauses.

Passed unanimously.

Text to be posted with TC Process on web site and also sent out to TC Chairs list.

<Bob Glushko left the teleconference>

6. New Member Section RoP Approval

Jeff Mischkinsky reviewed and the Board discussed a potential new member section and associated
RoP.

RESOLUTION 2007-02-26.03: RESOLVED; Adopt RoP as proposed in Board message
http://www.oasis-open.org/archives/board/200702/msg00014.html and create the member
section effective 1 April 2007.

RESOLUTION 2007-02-26.03b (to amend): RESOLVED (to amend) Change the name
of the member section to be Open SOA, with abbreviation OSOA.

Amendment passed unanimously

Passed unanimously as amended

Noted that RoP changes for legalXML need to be reflected on the OASIS web site.

7. Identity & Trusted Infrastructure (PKI) RoP Approval

Patrick Gannon reviewed the revised RoP for Identity & Trusted Infrastructure (formerly PKI) Member
Section. This revision to the RoP changes the name of the member section, updates the statement of
work, changes steering terms to two year instead of one year terms, and brings the member section
RoP in line with the current member section policy.

<June Leung and Dee Schur join the call>

Board discussed whether changes are in best interest of member section members and whether RoP
scope can be expanded. June outlined how statement of work is continuation of PKI work items that
have been done previously in PKI member section.

RESOLUTION 2007-02-26.04: RESOLVED, that the modified Rules of Procedure for the
Identity and Trusted Infrastructure (ITI) Member Section be approved as described in the file
ITI-RoP-20070215-SC-approved.pdf.

RESOLUTION 2007-02-26.04a (to amend) : RESOLVED, Board approves the PKI
member section fund transfer to the ITI member section as this represents a reasonable
evolution and clarification of current PKI member section activity.

<June Leung and Dee Schur leave the call>

Amendment passed [10-0-1]

Passed unanimously as amended

<Michael Winters leaves call>

8. ITI MS 2007 Revised Financial Budget

Patrick Gannon reviewed of ITI MS Revised 2007 Financial Budget.

<June Leung and Dee Schur join the call>

Board discussed how realistic expense budget is, given level of expenditure the previous two years. June noted that steering committee hosted event at the adoption forum in London, received feedback, and that member section should have good momentum this year.

<June Leung and Dee Schur leave the call>

9. Finance Committee Reports

Mike DeNicola presented the January 2007 operations report, noted that there have been improvements to the report format based on Finance Committee feedback.

New membership information table shows number of members up for renewal and number who actually renew as well as targeted new members and actual new members.

The Board reviewed the status of IPR transitions.

<Robin Cover joined the call>

10. Naming Convention Implementation

Robin Cover reviewed the status of the implementation of OASIS Naming Conventions. Noted creation of TC editors list to allow communication with editors. Clarifications are being incorporated into rules. New URI aliasing solution has been implemented.

<Robin Cover left the meeting>

11. Review of topics for next Board Call (26 March)

- Review of Feb Operations Reports [B]
- IT Infrastructure Committee status [B]
- TC Process Committee status [B]
- Strategy Committee status [B]
No A items expected on 26 March teleconference.

12. Wrap-Up and Adjourn

The meeting adjourned at 10:05 p.m. PT.

Respectfully Submitted,

Frederick Hirsch

Secretary