

Directors in Attendance:

- Frederick Hirsch, Chair
- Sanjay Patil, Vice Chair
- Gershon Janssen, Secretary
(by teleconference)
- Mike DeNicola, Treasurer *(29 July)*
- Peter Brown
- Martin Chapman
- Dave Ings
- Ram Jeyaraman
- Dawn Jutla
- Paul Lipton
- Fang You
- Jenny Huang *(Observing on 29 July)*

Staff in Attendance:

- Laurent Liscia
- Scott McGrath
- Carol Geyer
- Chet Ensign
- Dee Schur
- Chet Ensign
- Paul Knight
- Jane Harnad
- Cathie Mayo
- Barbara Erbes
- Jamie Clark
- Robin Cover
- Dr. Carol Cosgrove-Sacks
- Pim van der Eijk

TAB:

- Jacques Durand
- Ashok Malhotra
- Kevin Mangold

Guests:

- Eduardo Gutentag
- Sandra Stuart, Kaiser Permanente

DAY ONE

1. Welcome and Adoption of Agenda

Frederick Hirsch, Chair, presided at the meeting. Gershon Janssen, Secretary, took the minutes.

The Chair called the meeting to order and took roll call. With all members in attendance, the meeting was quorate.

The Board agreed to have our director-elect participate in Board Executive Sessions throughout the day till formal installation as a Director.

2. Approval of Minutes

The minutes of the Board meetings of 27 April 2015 and 15 June 2015 were approved.

3. Open Action Review

The Board reviewed the status of open Action Items. One Action Item was scheduled for discussion in this agenda and closed at this meeting; for one Action Item the due date was extended.

4. Finance Committee Report

Mike DeNicola, Treasurer, reported and led the discussion.

In Executive Session

5. Executive Director's Report

Laurent Liscia, CEO and Executive Director, reported.

In Executive Session

The Board thanked Laurent for the Executive Director's Report.

6. Update on OASIS Open Repository

Scott McGrath, COO, reported and led the discussion.

Jamie Clark, OASIS General Counsel, and Robin Cover, Director of Information Services, provided a verbal update on the OASIS Open Repository, also available as a report.

Progress on the OASIS Open Repositories offering was made on documentation in hyperlinked HTML format for publication on the OASIS web site, including documentation for the principal Rules (Policy), Contributor License Agreements (CLA) Overview, FAQ Document, a Maintainer's Guide, Open Repository Proposal Template, Licenses (index), and verbatim License texts.

Additional testing of GitHub repository configurations was conducted to ensure that the Policy terms can be supported in an optimal way.

It is envisioned that the OASIS Open Repositories using GitHub and Technical Committees asking for GitHub support will enhance the appeal of OASIS to new communities of users for whom GitHub and / or open source development are essential features.

The formal roll-out is projected for Q4/2015.

7. Foundational Sponsor Category

Carol Geyer, Senior Director, led the session.

A proposal (plus appendix) for reserving Board seats for Foundational Sponsors was introduced by Carol, who explained the background and rationale of the proposal.

The Board discussed the proposal, but was not comfortable with it. Various perspectives were brought up during the discussion. The Board thank Staff for their work.

8. Internationalization / EU Developments

Dr. Carol Cosgrove-Sacks, Senior Advisor International Standards Policy, and Pim van der Eijk, Senior Advisor on Standards, provided an update on Internationalization / EU Developments.

The Board thanked Dr. Carol and Pim for their valuable insights.

9. Staff Reports

Laurent Liscia, CEO and Executive Director, led the session. The Board received and discussed a number of Staff Reports:

- **Barbara Erbes**, Member Services Coordinator, reported on membership renewal process and outcomes. Against a target renewal rate of 78%, OASIS current renewal rate stands at 85%. She was commended for the excellent efforts and clear presentation.
- **Carol Geyer**, Senior Director, also reported on behalf of **Robin Cover** and **Dee Schur** on key aspects of the business development strategy, noting the 2015 new revenue trend and the CTI TC.
- **Jane Harnard**, Manager of Events, reported on events noting that OASIS has organized and / or supported over 90 events in the past year, including virtual events.
- **Chet Ensign**, Director of Standards Development and TC Administration, also reported on behalf of **Robin Cover** and **Paul Knight**, provided an update on TC Administration. TC administration is focused on providing member support first. Performance is within targets. A trend that affects performance is spikes in workload, an issue that needs to be addressed.
- **Scott McGrath**, COO, reported on IT. Kavi development is still in flux.

10. Staffing Committee Report

Frederick Hirsch, Chair of the Staffing Committee, reported and led the discussion.

Frederick reported on the face-to-face staff session of 28 July 2015. The session was overall good; open and frank discussions. It was noted that we might want to build out on EU activities.

11. Organizational Health

Frederick Hirsch, Chair, led the session.

In Executive Session

12. Board-Only Discussion

In Executive, Directors Only, Session

The meeting recessed for the day at 16.30.

DAY TWO

13. Welcome and Agenda Review

Frederick Hirsch, Chair, called the meeting to order at 08.30 hrs.

14. Installation of new Directors and Appreciation for Departing Directors

Jenny Huang was formally welcomed and installed as Director.

The Board unanimously approved a resolution expressing its appreciation of departing Director Mike DeNicola.

15. Update on Contracting Opportunity

Scott McGrath, COO, reported and led the discussion.

In Executive Session

16. Election of Officers and Committee Assignments

Scott McGrath, COO, led the session.

Scott invited nominations for Board Officers to be confirmed, added or withdrawn. Only one candidate presented for the post of Chair of the Board, Frederick Hirsch. He was elected by acclamation.

Only one candidate presented for the post of Vice-Chair of the Board, Sanjay Patil. He was elected by acclamation.

Only one candidate presented for the post of Secretary, Gershon Janssen. He was elected by acclamation.

Only one candidate presented for the post of Treasurer, Dawn Jutla. She was elected by acclamation.

Board Directors were then asked to volunteer for chair and membership positions in the Board subcommittees, and a table of assignments was prepared. The Board approved a resolution confirming these elections together with assignments to Board subcommittees.

17. TAB Report

Frederick Hirsch, Chair, led the discussion.

Jacques Durant, Ashok Malhotra and Kevin Mangold joined.

Jacques provided the Board with a status report on TAB activities, noting completed work in 2015, specification quality and the TAB work plan 2015-2016.

Minutes of OASIS Board of Directors meeting, held 29-30 July 2015, Burlington, MA (Executive)

The Board requested to enrich the work plan with more detail, to be rescheduled for approval at the September 2015 Board meeting.

The Board took note of the presentation and thanked Jacques for the report and all TAB members for their excellent work.

18. Internationalization / China and Asia

Laurent Liscia, Executive Director, led the discussion.

Laurent spoke to the presentation on OASIS in Asia Pacific, providing background on our membership in these regions, specific interest in TCs from these regions and future strategies.

The Board thanked Laurent for this presentation and insights.

19. Internationalization / CEN/CENLEC position paper on TTIP

Peter Brown led the discussion.

In Executive Session

20. Governance Committee Report

Peter Brown, Chair of the Governance Committee, reported and led the discussion.

Peter spoke to the presentation 'Liaison activity with multiple internal stakeholders', as a follow-up from the June 8 Governance Committee meeting, touching on allocation of liaison positions and position statements.

Action Item #0074 was completed and closed.

The Board had a fruitful discussion on thanked Peter for the report.

21. Process Committee Report

Martin Chapman, Chair of the Process Committee, reported and led the discussion.

Martin provided the Board with a status update from Process Committee, noting that since its chair changed a first meeting was held and possible work items were discussed. A JIRA project for the Board Process Committee was set up and populated with work items to track progress.

At future Board meetings more detailed reports will be presented based on work items in progress or completed.

The Board thanked Martin for the report.

22. Schedule of Future Meetings

Minutes of OASIS Board of Directors meeting, held 29-30 July 2015, Burlington, MA (Executive)

The Board discussed the rationale of its current meeting schedule, based on the assumptions, mile stones and criteria for meetings (draft proposal) in order to determine if our current schedule and flexibility needs adjustments. The Board agreed to experiment with having fewer but longer F2F meetings.

The Board agreed on the following schedule of future meetings. The Secretary will start a Doodle poll to find suitable dates for the unplanned teleconferences until July 2016.

21-23 October 2015, Face-to-Face, US, New York, NY [confirmed] IBM offices Day 1: 9am-5pm, Day 2: 9am-5pm ET, Day 3: 9am-12pm EDT
18 November 2015, Teleconference 9am-11am PT / 12pm-14pm ET / 18.00-20.00 CET / 00.00-02.00 (+1) CST
16 December 2015, Teleconference 9am-11am PT / 12pm-14pm ET / 18.00-20.00 CET / 00.00-02.00 (+1) CST
<tbd> January 2016, Teleconference
<tbd> February 2016, Teleconference
8-10 March 2016, Face-to-Face, US, Los Angeles, CA
<tbd> May 2016, Teleconference
<tbd> June 2016, Teleconference
27-29 July 2016, Face-to-Face, US, Burlington, MA
<tbd> September 2016, Teleconference
<tbd> October / November 2016, Face-to-Face
<tbd> December 2016, Teleconference

23. Any Other Business

As some agenda items took more time than expected, the following topics were deferred:

- OASIS Policy Maintenance
- OASIS Liaisons Report
- Upcoming OASIS Events

24. Adjourn

The Board thanked Oracle for providing the meeting facilities.

Don Thibeau from OIX joined the Board during lunch to share thoughts on self-certification experiences at OIX. The Board thanks Don for the great discussion.

The meeting adjourned at 16.15.

Respectfully submitted, 12 September 2015

Gershon Janssen, OASIS Board Secretary

Approved Resolutions

RESOLUTION 2015-07-29.01

“Board resolved to approve minutes of the meeting held on 27 April 2015, available at:

Executive:

<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/56160>

Public:

<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/56161>”

RESOLUTION 2015-07-29.02

“Board resolved to approve minutes of the meeting held on 15 June 2015, available at:

Executive:

<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/56163>

Public:

<https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/56164>”

RESOLUTION 2015-07-29.03

“The OASIS Board of Directors recognizes and expresses gratitude for Mike De Nicola's outstanding service to OASIS over the eleven years of his tenure in various capacities, including Treasurer.”

RESOLUTION 2015-07-29.04

“In accordance with OASIS bylaws Article 4 Section 1, the Board resolved that the following individuals are hereby elected to the office or position indicated in the list below, each to serve until he or she resigns or is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first.

- Chair of the Board and OASIS President: Frederick Hirsch
- Vice-Chair of the Board: Sanjay Patil
- Secretary: Gershon Janssen
- Treasurer: Dawn Jutla

Composition and Chairs of Board Committees:

- Executive Committee: Frederick Hirsch (Chair), Gershon Janssen, Dawn Jutla, Sanjay Patil
- Finance and Audit Committee: Dawn Jutla (Chair), Jenny Huang, Frederick Hirsch, Gershon Janssen, Sanjay Patil
- Staffing and Compensation Committee: Frederick Hirsch (Chair), Martin Chapman, Gershon Janssen
- Process Committee: Martin Chapman (Chair), Ram Jeyaraman, Dave Ings, Gershon Janssen, Paul Lipton, Sanjay Patil
- IPR Committee: Ram Jeyaraman (Chair), Martin Chapman, Frederick Hirsch, Dave Ings, Paul Lipton, Sanjay Patil, Fang You
- Governance Committee: Peter Brown (Chair), Martin Chapman, Jenny Huang, Gershon Janssen, Paul Lipton, Fang You”