

**Directors in Attendance:**

- Frederick Hirsch, Chair
- Gershon Janssen, Secretary
- Dawn Jutla, Treasurer
- Peter Brown (*by teleconference*)
- Martin Chapman
- Jenny Huang
- Dave Ings
- Ram Jeyaraman
- Paul Lipton
- Monica Palmirani (*Observing on 27 July*)

**Staff in Attendance:**

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

**TAB:**

- Jacques Durand
- Ashok Malhotra
- Kevin Mangold

**Guests:**

- Jon Geater, Thales eSecurity (*by teleconference*)

**Apologies received from:**

- Sanjay Patil, Vice Chair
- Fang You

## **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 10 members in attendance, the meeting was quorate.

The draft agenda was adopted.

### **2. Approval of Minutes**

The minutes of the Board meetings of 8-10 March 2016, 1 April 2016, 26 April 2016 and 21 June 2016 were approved.

### **3. Finance Committee Report**

Dawn Jutla, Treasurer, reported and led the discussion.

|| **In Executive Session**

#### **4. Executive Director's Report**

Laurent Liscia, CEO and Executive Director, elaborated on the Executive Director's Report July 2016, highlighting various strategy topics for OASIS, new business, and the Borderless Cyber events.

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

#### **5. 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 non-renewal reasons.
- **Carol Geyer**, Senior Director, also reported on behalf of **Robin Cover** and **Dee Schur** on key aspects of the business development strategy.
- **Jane Harnard**, Manager of Events, reported on events, notably the OASIS Borderless Cyber event series.
- **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 support requests and changes.

The Board thanked staff for their reports.

#### **6. Digital Single Market**

Dr. Carol Cosgrove-Sacks, Senior Advisor, International Standards Policy, reported and led the discussion.

Dr. Carol spoke to her presentation on EU Digital Single Market. After a Q&A the Board thanked Dr. Carol for the informative presentation.

#### **7. Update on Innovation / New Initiatives**

Laurent Liscia, Executive Director, led the discussion

Laurent presented his Rolling Initiatives Plan and touched on the TC pipeline trend, other alternate sources of business (events, contracted services, etc.), innovation and the Liger project.

No formal action items were taken.

## **8. 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 26 July 2016. The session was overall good; open and frank discussions. It was noted that we might want to build out on EU activities.

## **9. Organizational Health**

Frederick Hirsch, Chair, led the session.

**In Executive Session**

## **10. Board-Only Discussion**

**In Executive, Directors Only, Session**

*The meeting recessed for the day at 16.30.*

## **DAY TWO**

### **11. Welcome and Agenda Review**

Frederick Hirsch, Chair, called the meeting to order at 09.00 am ET.

### **12. Installation of new Directors and Appreciation for Departing Directors**

Monica Palmirani was formally welcomed and installed as Director.

The Board unanimously approved a resolution expressing its appreciation of departing Director Fang You.

### **13. Legal Presentation**

Frederick Hirsch welcomed Richard Snyder of the legal firm Duane Morris LLP, who gave an overview of fiduciary responsibility of Board members individually and collectively as a Board.

### **14. Election of Officers and Committee Assignments**

Scott McGrath, COO, led the session.

Scott invited nominations for Board Officers to be confirmed, added or withdrawn.

Two candidates were presented for the post of Chair of the Board: Frederick Hirsch and Gershon Janssen. Gershon Janssen was elected Chair of the Board and OASIS President.

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

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

Only one candidate presented for the post of Treasurer, Frederick Hirsch. He was elected by acclamation.

The Board unanimously approved a resolution expressing its appreciation for Frederick Hirsch for his services as Board Chair, Sanjay Patil for his services as Vice-Chair, Dawn Jutla for her services as Treasurer and Gershon Janssen for his services as Secretary.

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.

Gershon Janssen continued the meeting as Chair, Dave Ings as Secretary.

### **15. OASIS Liaisons Report**

Jamie Clark, OASIS General Counsel, led the session.

Minutes of OASIS Board of Directors meeting, held 27-29 July 2016, Burlington, MA (Public)

Jamie discussed the Quarterly Liaison Report with the Board, highlighting the successful JTC 1 PAS ballots of standards MQTT v3.1.1 (approved as an International Standard ISO/IEC 20922), OData v4.0 and OData JSON Format v4.0 (ISO/IEC 20802-1 and 20801- 2), OASIS' keynote at the OECD 2016 Ministerial meeting in Cancun, the EU MSP and NSTIC IDESG.

The Board thanked Jamie for the report.

## **16. ITAC Advocacy**

Laurent Liscia, Executive Director, and Gershon Janssen reported and led the discussion.

Laurent and Gershon presented on the Internet Technical Advisory Committee to OECD liaison work and the high-level advocacy work for which Laurent seems to be very well positioned.

The Board is positive and supportive of Laurent continuing and expanding this type of advocacy work.

## **17. Open Repos and Github for TCs**

Robin Cover, Director, Information Services, provided an update on the OASIS Open Repositories program and introduced GitHub (Git) version control for TC members-only use to support chartered work.

No formal action items were taken.

The Board thanked Robin for the presentation and fruitful discussion.

## **18. TC Process Streamlining / The hybrid TC project**

Chet Ensign, Director of Standards Development and TC Administration, led the session.

Chet and Jamie presented on changes that are currently being discussed in Process Committee, but also more comprehensive changes that will help OASIS with its agility competitiveness.

After an extensive Q&A the Board thanked Chet and Jamie for presenting the topic. Staff has an action item to provide input to the Process Committee, in which the proposal will be developed further. The objective is to work to a package for Board approval at the end of 2016.

## **19. Member Section Report**

Monica Palmirani of the LegalXML Member Section reported on the work of the LegalXML Member Section, providing an overview of its history up to its current work products and what OASIS support and tools are essential to them.

The Board thanked Monica for the report.

*The meeting recessed for the day at 5.15 pm ET.*

## **DAY THREE**

### **20. Welcome and Agenda Review**

Gershon Janssen, Chair, called the meeting to order and reviewed the revised agenda.

### **21. Self-certification**

Chet Ensign, Director of Standards Development and TC Administration, reported and led the discussion.

Chet reviewed the status of the self-certification proposal, which is part of the One Stop Interop Shop initiative. There was an extended discussion of the proposal's business model.

Chet continues to develop the proposal and indicated he would be pleased to provide another update next Board meeting.

No formal action items were taken.

The Board thanked Chet for the report and discussion.

### **22. TAB Report**

Chet Ensign, TAB Chair, reported and led the discussion.

Chet reviewed TAB work over the past few months as well as proposals for future work. A discussion ensued regarding better aligning future TAB work with OASIS' strategic initiatives (such as the Liger proposal). The Board expressed its appreciation for the work TAB has done.

No formal action items were taken.

### **23. IT Update**

Scott McGrath, COO, reported and led the session.

Laurent introduced the topic noting that many of this year's IT initiatives are directly supporting new business opportunities. Scott reviewed the draft new system architecture that has the potential to reduce our dependency on any single subsystem provider while providing more deployment flexibility. Scott discussed the scope of the project and indicated that it is likely be multi-year. He also discussed the staffing requirements. Further discussion ensued about what guidelines for using non-OASIS tools should be provided to ensure transparency.

Scott indicated he would provide a more detailed update at the October F2F.

No formal action items were taken.

## 24. IPR Committee Report

Ram Jeyaraman, Chair of the IPR Committee, reported.

Ram provided a summary of activities and deliverables over the past year.

## 25. Process Committee Report

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

After discussion the Board agreed that Chet would remain the TAB representative to the Process committee but no other TAB members would participate.

## 26. OASIS Policy Maintenance

Gershon Janssen, Chair, led the discussion.

Gershon led a discussion about what policies, charters, procedures and standing rules would benefit from a review for possible updates. Gershon will distribute the list of standing rules that he has discovered for review. Board members are encouraged to review the documents that apply to the activities they lead or participate in and as necessary make recommendations to the Board.

Formal list of Board Standing rules: <https://www.oasis-open.org/policies-guidelines/board-standing-rules>.

## 27. Schedule of Future Meetings

Gershon Janssen, Chair, led the discussion.

Gershon led a discussion of future meeting dates which he captured in a spreadsheet. General notes:

We will keep our teleconference meetings on Tuesdays. Time will be either 12-2 or 1-3 ET, we will vary from meeting to meeting.

The Board agreed on the following schedule of future meetings.

<b>26-28 October 2016, Face-to-Face, US, New York, NY</b> IBM offices Day 1: 9am-5pm, Day 2: 9am-5pm, Day 3: 9am-12pm EDT
<b>29 November 2016, Teleconference</b> 1pm-3pm Eastern
<b>13 December 2016, Teleconference</b> 1pm-2pm Eastern
<b>31 January 2017, Teleconference</b> 1pm-3pm Eastern
<b>7-9 March 2017, Face-to-Face, Italy, Bologna</b>
<b>&lt;tbd&gt; April 2017, Teleconference</b>
<b>&lt;tbd&gt; May 2017, Teleconference</b>

<b>&lt;td&gt; June 2017, Teleconference</b>
---

<b>26-28 July 2017, Face-to-Face, US, Burlington / Cambridge, MA</b>
--

## **28. Any Other Business**

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

- Governance Committee Report

## **29. Adjourn**

The Board thanked Oracle for providing the meeting facilities.

The meeting adjourned at 12.00 pm ET.

*Respectfully submitted, 20 September 2016*

*Gershon Janssen, OASIS Board Secretary*



## Approved Resolutions

### **RESOLUTION 2016-07-27.01**

“Board resolved to approve minutes of the meeting held on 8-10 March 2016, available at:  
Executive: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58578>  
Public: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58579>”

### **RESOLUTION 2016-07-27.02**

“Board resolved to approve minutes of the meeting held on 1 April 2016, available at:  
Executive: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58377>  
Public: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58378>”

### **RESOLUTION 2016-07-27.03**

“Board resolved to approve minutes of the meeting held on 26 April 2016, available at:  
Executive: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58380>  
Public: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58381>”

### **RESOLUTION 2016-07-27.04**

“Board resolved to approve minutes of the meeting held on 21 June 2016, available at:  
Executive: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58571>  
Public: <https://www.oasis-open.org/apps/org/workgroup/board-plus/download.php/58572>”

### **RESOLUTION 2016-07-27.06**

“The OASIS Board expresses its appreciation to Fang You for her contribution to OASIS as member of the Board.”

### **RESOLUTION 2016-07-27.07**

“The OASIS Board expresses its appreciation for Frederick Hirsch for his services as Board Chair, Sanjay Patil for his services as Vice-Chair, Dawn Jutla for her services as Treasurer and Gershon Janssen for his services as Secretary.”

### **RESOLUTION 2016-07-27.08**

“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: Gershon Janssen
- Vice-Chair of the Board: Martin Chapman
- Secretary: Dave Ings
- Treasurer: Frederick Hirsch

#### Composition and Chairs of Board Committees:

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