

## **Meeting Logistics**

### **Venue**

The meeting was conducted by teleconference at 13:00 ET

### **Teleconference Bridge**

*Thanks to Oracle for providing the teleconference bridge.*

### **Meeting Tool**

We used the Lucid meeting tool to present materials, but for this Board meeting we did not use the tool to capture minutes. Details will be sent to the Board distribution list separately.

### **Meeting Documents**

All meeting documents were available to Board members in the Kavi Board Plus workspace.

## **Attendance**

### **Directors Present:**

- Jim Cabral
- Martin Chapman
- Gershon Janssen
- Bret Jordan
- Margaret LaBrecque
- Paul Lipton
- Bruce Rich
- Richard Struse

### **Staff Present:**

- Scott McGrath
- Carol Geyer
- Jamie Clark

### **Apologies received:**

- Frederick Hirsch
- Jason Keirstead
- Beth Pumo

## **Minutes**

### **1. Welcome, Agenda Review**

Gershon Janssen, Chair, presided at the meeting. Bruce Rich, Secretary, took the minutes.

The Chair called the meeting to order and took roll call. With 8 of 11 members present, the meeting was quorate.

With the Special Election having just concluded, the newly elected Director, Bret Jordan (Symantec) was welcomed to the Board and briefly introduced himself.

The draft agenda was adopted as posted, with the addition of a Roles and Responsibilities topic near the end.

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

The motion to approve the draft minutes of the 10-12 April 2019 F2F Board meeting was moved by Jim Cabral and approved by unanimous consent.

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

In the absence of Frederick Hirsch, Treasurer, Scott McGrath, Chief Operating Officer, reviewed the 990-filing status and led the review of the March 2019 operations report.

The discussion was held in executive session. No motions were recorded.

### **4. Business Update**

Carol Geyer, Chief Development Officer, discussed current status with regards to ongoing business -- opportunities, revenue, new members, etc. As this area was covered in detail at the previous month's face-to-face Board meeting, the information presented was an update on that. The remaining pool of new TC starts anticipated in 1H2019 has now dwindled to just one, with the two remaining candidates slipping into 2H2019. The new Sharing Economy TAG is gaining some traction, just as the Privacy TAG heads into the end of its first year of operation and an unknown member-renewal rate. There is nothing public yet in the Foundation-in-a-Box business segment, as per expectations, but discussions are continuing in this space. Lastly, the Open Projects were announced, garnering good press/analyst coverage and with both the ODF Advocacy and OSLC projects underway. There are additional candidates that seem close, but nothing additional finalized.

### **5. Election Update**

Scott McGrath, Chief Operating Officer, reviewed the outcome of Special Election and the status of the upcoming General Election.

As was noted previously, Bret Jordan (Symantec) won the Special Election and was seated on the Board. His term will run into 2020.

Regarding the General Election, there are enough nominations for the five open positions to give the electorate some options, yet not so many as to overwhelm. The general election will run from 29 May through 19 June, leaving the winning candidates adequate planning time to appear and be installed at the 24-26 July F2F Board of Directors meeting in Burlington, MA.

## 6. Foundation-in-a-Box Update

Jamie Clark, General Counsel, and Carol Geyer, Chief Development Officer, to review progress on FiaB candidate(s).

The discussion was held in executive session. No motions were recorded.

## 7. IT Update

Scott McGrath, Chief Operating Officer, discussed the recent outages in light of the IT strategic plan and rollout.

The OASIS main website was under a denial-of-service (DOS) attack for several days this past month. Although a nuisance for members trying to utilize OASIS infrastructure in this time period, there are no reports of lost or stolen data, so reputational damage was limited. This level of exposure remains as we transition to newer technologies, so is an encouragement to continue the transition, but not an emergency.

## 8. Trademark Waiver Discussion

Jamie Clark, General Counsel, and Margaret LaBrecque, chair of IPR committee, led a discussion about a potential business opportunity contingent on a trademark waiver.

The discussion was held in executive session. No motions were recorded.

## 9. Roles and Responsibilities

Gershon Janssen, Chair, introduced the topic of roles and responsibilities under the ByLaws.

The discussion was held in Executive Session. No motions were recorded.

## 10. Future Board Meetings

Gershon Janssen, Chair, reviewed the remaining future meeting schedule. Only two Board meetings remain on the calendar. As per custom, once the General Election is complete and Directors are seated, the then-current Directors will set the future meeting schedule during the face-to-face meeting.

Future Meeting Schedule
Tuesday June 25, 2019, 1-3PM ET, Teleconference
Wednesday July 24 - Friday July 26, 2019, Burlington, MA, USA, Face-to-Face

An OASIS member reception will be held with Directors and Staff the evening of Wednesday, July 24 in Burlington, MA, at the Chopps American Bar and Grill.

## 11. Any Other Business

Gershon Janssen, Chair, led the discussion. No other business surfaced.

## 12. Adjournment

The meeting was adjourned by the Board Chair at 2:58ET.

### **Outstanding Action Items**

All outstanding action items are grouped together here for ease of reference. However, some of these action items will be reviewed elsewhere in the minutes as part of other discussions.

<b>Action Item 2019-04-10.01 owner: Jamie Clark, target: 2019-07-24</b>
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Jamie to notify Board when the NDA has lapsed.
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<b>Action Item 2019-05-21.01 owner: Frederick Hirsch, target: 2019-07-24</b>
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Governance Committee to take up bylaw review.
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### **Resolutions**

#### **Resolution 2019-05-21.01**

“Board resolves to approve the Executive and Public minutes of the April 10-12, 2019 F2F Board meeting, as published at [https://www.oasis-open.org/apps/org/workgroup/board-plus/documents.php?folder\\_id=3272](https://www.oasis-open.org/apps/org/workgroup/board-plus/documents.php?folder_id=3272)”