

Quarterly Report of the Secretary

Introduction

This report is related to the activities and achievements of the second Quarter of 2020 as Secretary of Open Source Matters, from April 2020 to June 2020.

The Achievements listed here should not be intended as if they were coming exclusively from my action, in fact they came from the collaboration of the whole Board and several volunteers.

2020 - Q2

The Second Quarter of 2020 has been a really busy period, replacement elections took place in the beginning of the period and the restart of the Joomla Community Magazine.

As the Secretary, I spent most of my volunteering time to improve the transparency of the organization, working on the corporate website, retrieving and publishing documents (meeting minutes, policies, federal filings, etc.). My focus in the period has been directed to define procedures and policies to rule the life of the organization.

As a volunteer, I am really proud of being able to serve as Lead Editor for 4 Issues of the brand new Joomla Community Magazine, that is now focussing on recognize the efforts of volunteers through the "Meet a Joomlaer" initiative, highlighting our "hidden gems" as well as promoting Joomla through articles that show how powerful the CMS is and will be in the next version.

The biggest success of the quarter was to obtain funds for OSM through the Uplift event, organized by FOSS Responders.

Achievements

- Restarted the Joomla Community Magazine that is now publishing monthly.
- Arranged the Replacement Elections for Vice President and Treasurer.
- Encouraged the Outsourcing of the Code of Conduct Conflict handling.
- Liaised with Google and encouraged the development of the Lighthouse Stack Pack for Joomla. Thanks to René Kreijveld, who developed the package.
- Published all the Federal and State Filings on the OSM website.
- Prepared a corporate calendar with all the elections, reporting deadlines and due date of federal filings and any other corporate events.
- Participated in the Security Incident Task Group to handle a Privacy Breach.
- Requested and obtained funds for Joomla through Uplift, the event organized by FOSS Responders.
- Obtained a Power of Attorney for the Secretary and Vice President roles to serve as signatory parts for non-financial partnership agreements and NDAs.
- Worked with the Compliance Team Leader, Donata Kalnenaite to a comprehensive Privacy Policy for *.joomla.org that is about to be published.
- Reinstated the Conflict of Interest Disclosure Policy.
- Increased transparency within the Board, enforcing mandatory disclosure of monthly payment card statements and requiring Board review for any agreement signed by the organization.

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- Prepared the Joomla Property Management Policy.
- Cleaned up the EchoSign account, reviewing pending agreements and streamlining the signature flow.
- Supported the adoption of the OSM Card Policy.
- Worked with Wilco Alsemgeest and the Operations Department to reduce operating costs for the organization.

Statistics

- The Board held 8 meetings during the Quarter.
- The Board actioned 50 motions during the Quarter (April '20 - June '20).
- I proposed 33 motions (17 excluding statutory motions)¹ during the Quarter.
- I seconded 7 motions during the Quarter.

Over the years, I had the privilege to collaborate with 3 Presidents, 4 Vice Presidents, 4 Treasurers, 18 Department Coordinators and a lot of Volunteers from different areas of the Project. All the achievements mentioned would not have been possible without their precious collaboration, advice and support.

I am fully available for questions and clarifications at luca.marzo@community.joomla.org.

Luca Marzo
Secretary
Open Source Matters, Inc.



¹ Statutory Motions are the motions to adjourn the meetings and to approve the meeting minutes.