

Quarterly Report of the Secretary

Introduction

This report is related to the activities and achievements of the third Quarter of 2020 as Secretary of Open Source Matters, from July 2020 to September 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 - Q3

The Third Quarter of 2020 has been marked by several events and circumstances. The second Semi-annual Members Meeting took place in the beginning of the period, followed by the Group 1 Elections a few days after. Once again the election cycle has taken more than two months to complete, with the last replacement of Group 1 election still in progress.

As the Secretary, I spent most of my volunteering time to improve the transparency of the election policies and procedures as well as the full transition to functional mailboxes / accounts for the Board Members, to ensure a smooth transition between the elected people across the years. During the period I also encouraged the adoption of additional transparency controls and procedures within the Board, with special regard to the financial matters.

As a volunteer, I'm continuing to devote my time and energy to different teams, from Compliance to Certification, from the Magazine to the Trademark.

The biggest success of the quarter was to obtain a cooperation, partnership and sponsorship agreement with Google that will support the progress of the Joomla Project, through funding and support to the Community.

Achievements

- The Joomla Community Magazine published on a regular monthly schedule.
- Arranged the second Semi-Annual Members Meeting of 2020.
- Arranged the Group 1 Elections, the dedicated Election of the Treasurer and the Replacement Election of the Operations DC.
- Arranged the Replacement Elections for Vice President and Treasurer.
- Kept the OSM website up to date with filings and Board documents.
- Prepared signable corporate sponsorship agreements, to ease the sponsorship onboarding.
- Collaborated with Donata Kalnenaite to prepare the Global Privacy Policy for the OSM owned websites.
- Prepared the Request for Proposals (RFP) for the Joomla Shop.
- Prepared a service agreement for the Bookkeeping services.
- Supported the Ombudsman in the definition of their scope and definition of the role.
- Started working on a Bylaws review with the former Ombudsman Jennifer Gress, to fill the gaps in the role definitions and responsibilities.
- Continued the improvement of administrative workflows.
- Obtained a Partnership Agreement with Google, including a 25000 USD Sponsorship.

OpenSourceMatters

Statistics

- The Board held 7 meetings during the Quarter.
- The Board actioned 29 motions during the Quarter (July '20 - September '20).
- I proposed 25 motions (11 excluding statutory motions)¹ during the Quarter.
- I seconded 2 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.