Meeting Minutes - Open Source Matters, Inc. Board meeting 21 February 2011

Attendees:
Alice Grevet, Altansukh Tumenjargal, Andrea Tarr, Dianne Henning, Jacques Rentzke, Robert Deutz, Ryan W. Ozimek, Marijke Stuivenberg, Paul Orwig, Steve Burge, Javier Gomez

Unable to Attend:
Akarawuth Tamrareang, James Vasile, Phil Locke

Quorum: Yes
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I. **Approval of previous meeting's minutes**
   Previously approved by email.

   Review of OSM board of directors motions brought to the floor via the email list, please circulate list by email in advance
   No motions were made.

II. **Treasurer's report**
   Paul reported that the large bills owed to our major vendors have been paid. The accountants are preparing our taxes. Paul has been in contact with them to be sure that they have all the information they need, and that the reporting is clear.

III. **Old Business**

- **Budget**
  Paul has been working with Matt Lipscomb and Chris Davenport on the Budget Committee to bring together a balanced budget. Paul agrees to add an additional person from each leadership team once the budget is decided, per Jacques' email about managing project finances.

  Paul will lead the Audit Committee effort. He will define it and share it with Ryan and the rest of the board.

IV. **New Business**

- **Board members terms extended**
  On behalf of the OSM Board, Jacques congratulates Ryan and James on the extension of their terms and wishes them the best for the coming year.

- **OSM election of board officers**
  Officer terms are currently not synchronized with board member terms. Jacques will address this further on the email list.

- **Joint Leadership Summit**
  The Joint Summit Committee contacted the attendees of the 2008 summit to get their input on location, venue, facilitator and agenda. The committee is very close to making an announcement about the details for a summit.
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- **OSM Meeting after JAB11**
  There was a fair amount of response to Alice's email about the availability of OSM members attending JAB11. Several are able to stay on for day following JAB (that would be Monday, May 9) for a meeting at their own expense, to be held at Robert Deutz's office. The idea would be to have those OSM members not able to attend linked in via video conference. The next step is to put together a meeting agenda.

- **Communications Team**
  The first Communications Team meeting will take place this week. It is important that we increase communication across all of the teams and with the community.

- **2010 Activity Report**
  Ryan is working on a document in multiple formats to sum up accomplishments and expenditures of the past year. It will be completed and posted in the next week.

V. **Reports**

- **Capital Committee**
  No report due to Phil's absence.

- **License, Trademark and Copyright Committee**
  The Trademark team is discussing a possible change to the disclaimer wording that is used on JoomlaDays and JUG sites.

- **Audit Committee**
  See Old Business/Budget above.

- **Budget Committee**
  See Old Business/Budget above.

- **Events Team**
  There are opportunities to spread the word and provide resources outside of JoomlaDay events, such as the recent JoomlaNight in Sweden. People are looking for more opportunities for the sharing of information. Ideas could include a monthly Skype chat or webinar to answer questions or make a presentation. Javier mentioned that Microsoft could be a good possible sponsor for JoomlaDay Venezuela.

- **Demo Site Report**
  Marijke reported that Cloud Access reports an improvement in activity, and there will be better data on that available after the first of next month. The 1.6 demo should be up by March 15.

VI. **Celebrating Success**

- **Great engagement with the Swedish and Irish communities**
  Ryan reported that both JoomlaNight Sweden and WebMatrix in Ireland were events generating good engagement and enthusiasm around Joomla.

- **Great forward progress on the joint leadership summit**
  Appreciation was expressed to Robert, Wendy, Mark and Alice for work accomplished on that committee.

- **COC extends the terms of Ryan and James**
  Congratulations!

Jacques brings the motion to adjourn the meeting. Javier seconds.
Meeting is adjourned at 11:00 UTC.

Next meeting: March 21, 2011

Reference documents and appendix:

1. Board motions taken on the email list

MOTION via email: March 9th, 2011
MOTION: Approval of the February 21, 2011 OSM Board meeting minutes.
10 Votes in favour, none against. Quorum: Yes
Motion passed

Prepared by Alice Grevet. Reviewed by Jacques Rentzke, as Secretary of the board of Open Source Matters, Inc