

Meeting Minutes - Open Source Matters, Inc. Board meeting 15 November 2011

Attendees:

Board members:

James Vasile, Ryan W. Ozimek, Robert Deutz, Paul Orwig, Marijke Stuivenberg, Jacques Rentzke, Javier Gomez

External Communications Leader:

Sandy Ordonez

Excused:

Alice Grevet, Dianne Henning

Absent:

Akarawuth Tamrareang, Altansukh Tumenjargal

Quorum: Yes

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#### 1. Approval of previous meeting's minutes

- *Approved via email*

**Review of OSM board of directors motions brought to the floor via the email list, please circulate list by email in advance**

*See appendix*

#### 2. Treasurer's report (Paul)

Paul shares that he's made a transfer to our Money Market account, and the balances of our main accounts are now: Money Market account: US\$185,646.73 and Primary Checking account: US\$33,646.13. He mentions that he is in contact with our accountants regarding smaller accounting details.

#### 3. Old Business

##### a. Budget update (Paul)

Paul reports that we are keeping to our timeline. All three leadership teams have published their Goals for 2012, and are gathering community feedback.

Jacques expresses the view that some might be confused about the purpose of the goal-setting process. Paul responds that setting our top goals helps us determine our spending needs in an area, and that these are two separate but connected processes.

##### b. Leadership structure changes (Paul)

Paul shares his thoughts on the progress we have made in this process. The feeling is expressed that the whole of leadership now needs to take part in the discussion that follows the community feedback process. Ryan comments that the organization should not move forward with significant changes without more input from the whole of leadership.

James shares his view that he has seen the Joomla project restructure a number of times over the years, with the intention to do it right, but that the result is often not a whole lot better or worse. He reminds us that the Joomla project is unique in structure, and that we should not

spend too much time investigating other organization's structures. He adds that having an organization that responds to its changing needs is not a bad thing, and that we should consider making the changes necessary to meet current realities.

c. **Trademark process discussion (Ryan)**

Ryan reports on the progress of the trademark policy discussion. James cautions us against throwing away the learned experience in an effort of reaching a goal of a simple policy.

Ryan responds that this review exercise helps to open our eyes to areas where we can be more effective or communicate more clearly, and that the goal is to be informed by the past, but re-imagined for the future. James warns that we should guard against having complaints replaced by outcomes for which we did not plan. We need to understand the reason for the complexity of our policies, and the reason for each element.

Ryan shares that the goal is not so much a change in policy, but finding a way to communicate more clearly. It is a process of refactoring than throwing away lessons and experiences of the past.

Action item: Ryan will distribute a refactored version that includes the current feedback from the Trademark team and Leadership teams, to the leadership for further comment. After this has been circulated internally, Ryan will provide the updated policy for community feedback.

4. **New Business**

a. **CHAR500 (Ryan)**

Ryan confirms that our 2010 CHAR500 NY filing has been submitted on time.

b. **Planning ahead for board & officer elections (Jacques)**

Jacques urges the board to start thinking about the election or re-election of board members and/or officer of the board, that has to take place early next year. Ryan agrees that we need to discuss this, and suggests that the Executive Committee of the board take this forward, and also communicate with the Community Oversight Committee. Robert expresses the desire to see through the organizing of the Joomla World Conference, in whatever capacity.

5. **Reports**

a. **Capital Committee (Sukh)**

b. **License, Trademark, and Copyright Committee (Jacques)**

Jacques shares that the process of combining and simplifying our Trademark request forms is moving forward. The finalization of it is somewhat dependant on the progress made with our overall Trademark review process.

c. **Audit Committee**

d. **Budget Committee (Paul)**

e. **Events Teams (Robert)**

Robert reports that they have started an events site that will be used for publishing events, and

possibly speakers lists. There have been more than 25 JoomlaDay events this year. In responding to a question from Jacques, Paul confirms that all JoomlaDay events that requested a financial contribution from OSM received it.

On details of the planned Joomla World Conference for next year, Robert shares that some final decisions still need to be made, and more details will be confirmed later, when available.

f. **Demo site report (Marijke)**

Marijke shares the good news that CloudAccess has assisted in creating a multi-lingual demo site. More languages are being added. Ryan remarks that this relationship has matured into a provide a strong revenue stream for the project.

The board discusses some ideas on the process of reviewing the Demo site contract that's up for renewal next year. Marijke will be in contact with CloudAccess and the board.

g. **Shop (Dianne)**

h. **Internationalization (Marijke)**

Marijke reports that they are trying to get an overview of the International community. Gathering information and getting contacts. The next step would be to get feedback to identify needs.

i. **PR & Communications (Sandy)**

Sandy shared some of her challenges. She also informs the board that we now have a Google+ page, and that she plans to host various hangouts there. A question is raised about the options we have for a newsletter, and Sandy will investigate the options further. We are celebrating receiving a Packt Publishing award in the category **Open Source CMS** and a communication in that regard will be released over the next few days.

2. **Celebrating Success**

- a. Crossed milestone of most Joomla!Days ever! (Ryan)
- b. Winner of Open Source CMS category in Packt Publishing 2011 Open Source Awards (Jacques)
- c. Terrific Global Sponsorship from Velux (Ryan)

***Next meeting: Tuesday, 20 December 2011***

**Reference documents and appendix:**

1. Board motions taken on the email list:

- a. **Motion:**       **Approval of the August 29, 2011 OSM Board meeting minutes**
  - By:               Jacques Rentzke
  - Seconded:       Robert Deutz
  - Date:            October 31<sup>st</sup> 2011
  - For:             8 votes
  - Against:        none
  - Quorum:         Yes
  - Result:          Motion approved

b. **Motion:**       **Approval of the October 18th, 2011 OSM Board meeting minutes**  
By:               Jacques Rentzke  
Seconded:       Alice Grevet  
Date:             November 10<sup>th</sup> 2011  
For:              6 votes  
Against:         none  
Quorum:         Yes  
Result:          Motion approved

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*Prepared by Jacques Rentzke (Secretary of the board of Open Source Matters, Inc)*