Open Source Matters, Inc.
Full Board of Directors and Officers Meeting

Date: August 31, 2017
Time: 17:00 UTC
Total time of meeting: 1 hour 40 minutes

Attendees:

Robert Jacobi (President), Aleksander Kuczek (Vice President), Luca Marzo (Secretary), Mike Demopoulos (Treasurer), Rowan Hoskyns-Abrahall (Director), Michael Babker (Director), Radek Suski (Director), Yves Hoppe (Director), Peter Martin (Director), Søren Beck Jensen (Director), Sandra Thevenet (elected Director).

Discussion outline

Sandra Thevenet attended this meeting as newly elected Marketing & Communication Department Coordinator (Director), currently in handover period.

President

- Robert shared some progress about sponsorships.
- Robert asked information about possible swag for JoomlaDays.

Treasurer

- Mike fixed the issues with PayPal.
- Tax statements have been signed and filed. Waiting for approval.
- Mike shared with the Board the "Budget vs Actual" spreadsheet.
- Revenue from advertising below projected. Needs to increase or budget refactored to reflect drop.
- Capital Team to work on the revenue assessment and improvement.
- An informal working group, directly reporting to the Treasurer will be created. Luca to publish a call for volunteers in the next few days.

Production Department Report

- Google Summer of Code is approaching the end.
- Joomla! 3.8 on schedule
- Lots of activity around Joomla! 4.0

Legal & Finance Department

- Rowan shared progress about the preparation of WHD. Brochure, Slide Deck, T-Shirt and other materials are being prepared.
- Trademark have been issued by the Indonesian Authority.

- Trademark Team new members are still in training, they are currently auditing some websites. Team is updating some processes. The current ticket system will be changed to fix some permission issues that affect the tm.joomla.org website.
- Robert asked a detailed report with advertising revenue splitted per *.joomla.org property
- Luca suggested to convert trademark.joomla.org and licensing.joomla.org to redirects to the main tm.joomla.org website instead of being full copies of the main website.
- Luca suggested to use functional IDs / Mailbox instead of personal mailbox when it comes to official matters like trademark applications and so on.
- RFP for Google Domains: 1 proposal received. A motion on that will be actioned via email in few days.

Marketing & Communication Department

- Sandra shared the report from Marketing & Communication Department leadership meeting.
- Landing page for Joomla 3.8 is ready.
- Accessibility Statement is under review and update.
- Team is working on a strategic marketing plan.
- Community Translation Team is looking for a new Team Leader.
- Leadership change in Social Media Team: Alison Meeks is the new Team Leader, Hans Van Der Meer is the new Assistant Team Leader.

Events Department

- JWC Program complete. Speakers are completing their profile and talk overview.
- Facebook Marketing about JWC will start next week.
- JUG Team is reviewing the JUG Directory.
- Rowan asked the help of Capital Team to reach out some sponsors for JWC.

Operations Department

- JED received a number of forum posts and tickets about disappearing reviews. This has been caused because JED uses an external review checker which could only check the reviews after they had been published. JED is migrating this external review checker over to their own server to improve the extension review process.
- The JED team will hold a face-to-face meeting on Thursday 16 November just before the Joomla World Conference (JWC) in Rome.
- The JED team is continuing on the specifications document for JED4 (new future version of the Extensions Directory)
- The Forum Team has contacted its inactive moderators. If they want to continue helping out, they have to respond before 9th September. After that they will be thanked for their past involvement and removed from the moderator team. After 9th September it will be decided if/which some boards need new moderators
- The JTD team welcomed 3 new volunteers to the team. The JTD found a Template Club that is interested in making available their API to their template data which can be used for development of the JTD. The team will organize a Team Sprint probably in October/November.

- The JVP team worked with the Volunteer Engagement Team to implement Peakon integration on the Volunteers Portal. A couple of new volunteers applied to help out in the team. The JVP can still use some more volunteers. See: https://volunteers.joomla.org/teams/volunteers-portal-team#roles .
- The JVP team asked about a Standard Operating Procedure regarding getting access to Joomla sites and regarding code changes (which should be done via git and not directly in files on the server).

Programs Department

- Import into Peakon done. Rowan had another appointment with Peakon today, clarifying open questions and getting the database from our tests cleaned. First round will be out tomorrow.
- JET recipients announced: https://community.joomla.org/blogs/community/3146-jet-recipients-for-jwc-2017-announced.html
- Joomla! Certification Ambassadors Initiative https://volunteers.joomla.org/teams/certification-team/reports/650-the-joomla-certification-ambassadors-initiative

Vice President

- Aleksander shared progress about the Joomla! Contributor Agreements working group.
- The Board discussed JCA and other agreements. Aleksander will have a meeting with Production Department and other parts of the Community.

Secretary

- General Data Protection Regulation (GDPR) Working Group is currently recruiting volunteers. Two subject matter experts have been onboarded yesterday. First assessment will be done in few days. The call for volunteers will be kept open.

Motions taken during this meeting

#2017/060 - The Secretary proposes to adjourn the meeting
Proposed by Luca Marzo, seconded by Radek Suski.
The motion passed with unanimous consent.