

# OpenSourceMatters

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

Date: March 29, 2018

Time: 18:00 UTC

Total time of meeting: 40 minutes

### Attendees:

Luca Marzo (Secretary), Mike Demopoulos (Treasurer), Carlos Cámara Mora (Director), George Wilson (Director), Sandra Decoux (Director), Hugh Douglas Smith (Director).

### Apologies:

Rowan Hoskyns Abrahall (President), Aleksander Kuczek (Vice President), Aleksander Kuczek (Vice President), Yves Hoppe (Director), Søren Beck Jensen (Director).

### Proxies:

Luca Marzo served as proxy for Rowan Hoskyns Abrahall.

Sandra Decoux served as proxy for Yves Hoppe.

## Discussion outline

### President

- Rowan invited the Board Members to watch the video of the yesterday's Marketing Strategy presentation.
- Rowan asked each Department Coordinators to come up with their top 3 goals for this year and their 3 top pain points.
- Rowan invited Department Coordinators to help Team Leaders in role definitions across teams to ensure a welcoming environment for new to Joomla volunteers.
- Trademark expenses will fall in this year budget. Rowan and Luca are looking to save money for the renewal process.

### Treasurer

- Bank audited the organization as part of Know Your Customer.
- Mike is working to remove Robert and add Rowan to the accounts.
- Mike reminded Department Coordinators to submit their Department Budget as soon as possible.
- Mike provided monthly reports at last meeting.
- President to submit the budget request for the Local Community Department yet to be formed.

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## Production Department Report

- No major updates since the last week Board meeting.

## Marketing & Communication Department

- Sandra to have a meeting with a vendor for some design tool.
- Sandra shared the link to the presentation of the Marketing Strategy by Noreen of MarketAccents.

## Events Department

- David Aswani took the lead of the Events Team.
- JUG Team is cleaning up the JUG Directory and helping JUGs to respect our Trademark policies.

## Operations Department

- No major updates since the last week Board meeting.

## Secretary

- Luca invited the Board to start the formation of the Advisory Board and start contacting people met at JWC as potential members.
- The Volunteers Portal Team published a new Governance page that includes the Ombudsman and Advisory Board structures. Luca published the description of such structures.
- A user wants to donate to the Project a domain name that was registered by him years ago. Mike to deal with the transfer to our hosting account.
- Luca will action one motion to move one hour ahead the Board meeting time during the Daylight saving period.

## Other business

- Carlos and Mike wanted to ask some clarifications regarding one of the proposals for the Demo/.com Hosting RFP. Questions will be provided promptly to Soren who will deal with the vendors.
- Luca proposed to implement a 36 months lockin for the financial conditions of the Demo/.com Hosting RFP contract with the selected vendor to ensure a stable revenue stream during the contract life.

## Motions taken during this meeting

### **#2018/035 - The Secretary proposes to adjourn the meeting**

Proposed by Luca Marzo, seconded by Sandra Decoux.

*The motion passed with unanimous consent.*

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Motions taken offline before this meeting

**#2018/033 - Approve and publish the Board Meeting Minutes.**

Proposed by Luca Marzo, seconded by Robert Jacobi.

*The motion passed with unanimous consent.*

**#2018/034 - Assign the Demo/.com RFP.**

Proposed by Luca Marzo, seconded by Rowan Hoskyns Abrahall.

*Vote for this motion is still ongoing.*