

Meeting Minutes - Open Source Matters, Inc. Board meeting 20 December 2010 via Skype

Attendees:

Alice Grevet, Akarawuth Tamrareang, Andrea Tarr, Dianne Henning, Jacques Rentzke, James Vasile, Javier Gomez, Philip Locke, Robert Deutz, Ryan W. Ozimek, Marijke Stuivenberg, Paul Orwig, Ryan Ozimek

Unable to Attend:

Altansukh Tumenjargal, Steve Burge

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

Minutes to be approved via email.

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

The only pending motion is the approval of the October minutes.

#### 3. **Treasurer's report**

Paul reported the good news that an accountant invoice came in under budget for 2010. The accountants have recommended that an audit committee be limited to about three people, and that they sign a non-disclosure agreement.

#### 4. **Old Business**

##### **Demo Site Discussion**

Jacques provides feedback regarding discussions he's had with Peter Martin of the CLT, and Gary Brooks of CloudAccess regarding the demo site, and the board discussed some ideas and options. Jacques is given the go-ahead to continue discussions.

#### 1. **New Business**

##### a. **Budget Process (Paul)**

As circulated by email, Paul has initiated a budget process that includes a timeline and will be submitted to the community for feedback. His role is to act as a resource and manager in the budget process. Those who are identified as the owners of line items in the budget will be responsible for determining funds needed and gathering the resources to complete the tasks.

The budget process includes a unified roadmap for the project, in which OSM, the PLT and the CLT would each come up with the top 3 to 5 goals for the coming year. Benefits would include establishing a context for funding requests before they come in, sharpen planning, and once published, encourage community involvement.

Prioritizing the targets according to current income for the periods when we are

under budget would be helpful. Year-to-date reports every six months or so would aid in this process. Paul will begin a thread on budget goals and priorities, and will encourage the leadership to contribute goal ideas and help define the 2011 budget.

b. **Trademark: Splitting Policy and Operational (Jacques)**

It is important that the budget review include a breakdown of spending for legal and trademark expenses. James advises that it would be extremely useful to compile a list of countries where TM processes are already in place to get an overall snapshot. That will help us to understand the picture and to consider if there are other countries where we need more protection or need to complete the process. Ryan will start pulling together information and begin a legal state of play Google doc for OSM.

c. **Joomla 1.6 Release Parties (Ryan)**

A world wide release party initiative was discussed, in order to energize everyone as a community. What form it might take has not been decided yet. The idea met with approval, with the recommendation that the date be set later in the month of January or perhaps early February to give JUGs time to meet and plan.

d. **Review Process for Team Leaders (Ryan)**

A review process for team leaders will take place after a 6-month period to evaluate how goals are being met.

2. **Reports from Committees**

a. **Capital Committee (Phil)** We have some new sponsors on board that include existing sponsors who have upgraded from bronze to silver for example, and discussions are underway with several community sponsors.

b. **License, Trademark and Copyright Committee**

In a productive meeting with James last week he advised improved communication about the benefits of TM compliance.

c. **Operations, Audit and Budget Committees (Paul)**

These committees are not active at the moment. Paul is prepared to start a budget committee with those interested.

3. **Celebrating Success**

a. Trademark approved in China

b. Productive Trademark Team meeting last week

c. Capital Committee Chairman brings on new sponsors

d. Joomla now powers 2.6% of the Web, up from 2.4% last month (source as of Dec 20, 2010: [http://w3techs.com/technologies/overview/content\\_management/all](http://w3techs.com/technologies/overview/content_management/all))

e. Two CMS market share reports show Joomla a leader <http://www.joomla.org/announcements/general-news/5327-joomla-ranks-strongly-in-cms-market-share->

[studies.html](#)

Jacques brings the motion to adjourn the meeting. Andy seconds.  
Meeting is adjourned at 17:51 UTC.

**Next meeting: January 17, 2010 - 21:00 UTC**

**Reference documents and appendix:**

1. **Board motions taken on the email list**

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