Meeting Minutes - Open Source Matters, Inc. Board meeting 24 May 2011

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

Unable to Attend: Altansukh Tumenjargal, Phil Locke

Quorum: Yes
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I. **Approval of previous meeting's minutes**
Dianne brings the motion to approve the minutes from the April 26 board meeting. Robert seconds the motion. Approved by unanimous consent.

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**
Checking account balance to date = $117,761.
New sponsors are ready for invoicing. Ryan and Paul will discuss the process involved in invoicing new Sponsors

III. **Old Business**

a. **Public (read only) communication channel for some OSM communications?**
The idea is to increase openness and make more OSM discussions public. Should a new email list be created or should an existing one be made public? Paul and Jacques will email the list about starting a public mailing list.

b. **Summit plans**
If anyone needs a letter to obtain a Visa let Alice know. Robert has a letter template from JAB that can be used for this purpose and he will share it.

c. **Action items list from Aachen meeting**
OSM members are reminded to consult the list of action items from our meeting in Aachen. Please check them off as they are completed.

IV. **New Business**
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a. **Joomla community in Brazil**
A community in Brazil has lost control of a domain name and it is now being auctioned for a price. There are similar cases in Turkey, The Netherlands and Thailand. Ryan is trying to contact the person who holds the registration. Some advice from James would be helpful on this (his connection dropped at this point in the meeting). In the meantime OSM should support the local community via email and the J!People site.

b. **Prospective Marketing Team Leader**
The idea of bringing on a new volunteer with specific communications skills was discussed. The title, role and responsibilities, and how they align with OSM need to be determined and shared amongst the leadership.

c. **Recap on Trademark Team leadership discussion**
The *"Trademark Team Leadership Discussion - April 11, 2011"* tackled 3 main topics - 1) defining the difference between TM team leader and liaison. 2) ideas for TM team structure 3) asking if Jacques can take on the responsibility of TM team leader in addition to being OSM Secretary. Until we fill the position of TM team leader, Jacques will be the acting TM team leader. He is interested in helping working on processes, and has been working with the team.

V. **Reports**

a. **Capital Committee**
No report this month due to Phil's absence.

b. **License, Trademark, and Copyright Committee**
At JandBeyond Jacques spoke with Pedro Goncalves from MaQma. He has installed a test version of the ticketing software for us on our subsites. Marijke is also helping out.

c. **Audit Committee**
Sam Moffatt expressed an interest in joining the Audit committee on behalf of the PLT. Paul will follow up with finding a member from the CLT to join. Paul will put out a call for a member to the OSM list to have a non-Treasurer participant from OSM. While the accountants have advised to keep the group small, the idea of adding a member from the community met with approval and will be put to the public mailing list.

d. **Budget Committee**
No further updates at this time.

e. **Events Teams**
JDay Greece is next week - Ryan will be going. Robert is working with the TM

team to create some JoomlaDay domains. More than 60 JoomlaDays have been documented on the wiki. A discussion of the purpose and goals of a Joomla World Conference should be added as an agenda point for the joint summit.

To clarify the policy of support for JoomlaDays, Robert will write to the email list.

f. **Demo site report**
Marijke reported that last month the trend was slowing down a bit but still showed a 7.5 % increase.

JM has been in touch with Gary about a multilingual site for the demo. We currently have English and French, with more translations to come in the future.

g. **Shop**
We now have a 50% off sale to move the stock. Several items have been depleted. The account with SpreadShirt, our new shop company, been created.

VI. **Celebrating Success**

a. **Great OSM meeting in Aachen!**
Thanks Robert! Thanks to everyone for working on their action items

b. **Good feedback on OSM at JandBeyond leadership blog**

Next meeting: 21st of June

Jacques moves to adjourn the meeting. Dianne seconds.

Reference documents and appendix:

1. Board motions taken on the email list

Prepared by Alice Grevet (Assistant Secretary)
Reviewed by Jacques Rentzke (Secretary of the board of Open Source Matters, Inc)