

September'2017 Meeting

Date: September 11, 2017 at Open Source Summit-N. America

Agenda:

- 14:00 – 14:10 Introductions
- 14:10 – 14:40 Role of the Governing Board
- 14:40 – 14:50 Governing Board meeting cadence
- 14:50 – 15:20 Process for adding new Governing Board members
- 15:20 – 15:35 Events calendar
- 15:35 – 15:55 Logo usage discussion
- 15:55 – 16:00 AoB

Board Members:

- Don Marti (in room)
- Jono Bacon (in room)
- Daniel German (remote)
- Matt Germonprez (in room)
- Sean Goggins (in room)
- Jesus Gonzalez-Barahona (in room)
- Ildiko Vancsa, (remote)
- Andrea Gallo (remote),
- Wayne Beaton (remote),
- Josianne Marsan (remote)
- Harish Pillay, (in room)
- Dan Kohn (in room)

(bios are available at <https://chaoss.community>)

Linux Foundation Support:

Ray Paik - program manager

Kate Stewart - formation

Notes:

- Role of the Governing Board
 - Provide oversight to the project and coordination among Technical Committees
 - Meetings will be closed, but minutes to be published
 - Lot of the detailed terms for the Governing Board are not spelled out in the Charter document for the Board members to decide.
 - Need to elect Chair & Co-Chair

- Charter document states that Chair & Co-Chair have an annual term
 - Sean nominated Matt from the Metrics Committee and the nomination was seconded by Harish. There were no objections/abstentions.
 - Matt then nominated Jesus from the Software Committee and this was seconded by Jono. There were no objections/abstentions.
- Governing Board meeting cadence
 - Meetings are closed, but minutes are to be published (after Board members approve the minutes). Recording of board meeting is permitted to help those with worldwide timezone, but only available to board.
 - There was a good discussion on using mailing lists for discussions as much as possible between meetings
 - There was a consensus to have an hour meeting each month (on a set date/time) and if there are not enough topics, meetings can be cancelled (decision should be made at least 5 days in advance of the scheduled meeting)
 - Action Item: Ray to send out a Doodle Poll to find monthly Board meeting time slots.
 - Potential future meeting topics:
 - Launch review
 - Recap of activities at Open Source Summits in LA & Prague
 - Events calendar for 2018
 - Technical Committees' governance
- Process for adding new Governing Board members
 - Post launch, what criteria should be used for adding new Governing Board members?
 - Discussion on maintaining a good balance of representation from academia, commercial vendors, foundations, etc. This is could be a factor for consideration when reviewing new Board candidates.
 - Consensus was to not set a set schedule/cadence for accepting new Board members.
 - Consensus on the Board size: Minimum of 7 and maximum of 15
 - There was a good discussion on expectations for Governing Board members and they are expected to participate in at least $\frac{2}{3}$ of votes held.
 - If a meeting is cancelled, it will not be counted in participation. If someone misses more than 3 meetings, Chair will reach out and discuss if a resignation is appropriate.
 - There will be an "annual review" of Board members in terms of their "good standing" and their terms can be renewed for 2 year period without term limits.
 - Action Item: Kate to work with legal to update charter to reflect input.
- Events calendar

- OSS-NA
- OSS-Europe
- FOSDEM: Jesus mentioned that the decision on the Devroom submission is expected in October.
- Open Source Leadership Summit: March 6-8 in Sonoma, CA
- Harish also suggested FOSS Asia as another possible venue that the community should consider
- There was also a discussion on creating a reference project slides and posted on the wiki
- Logo usage discussion
 - Presentations
 - Collaterals
 - “External” sites
 - There was a discussion of creating a list of “accepted usage” for the CHAOSS on the wiki (should be discussed in mailing list first)
 - If a particular usage is not on the list, they will have to come to the Governing Board for approval.
 - There was a good discussion on different terms such as “CHAOSS Project”, “CHAOSS Community”, “CHAOSS Ecosystem”, etc. to indicate things like community activity/engagement. Discussion to continue further on the mailing list.
 - Kate noted that Board members (or member organizations) can make announcements with the CHAOSS logo.
- AoB