

Meeting: LLC Board

Date: April 8, 2021

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Jason Livingood
Sean Turner
Peter Van Roste

Staff/Secretariat:

Jay Daley
Alexa Morris
Laura Nugent
Greg Wood

Observers/Guests:

Brittany Boynton
Sandy Ginoza
Steve Kim
John Pace
Alvaro Retana
Al Weber

Scribe:

Liz Flynn

Conflicts of Interest Declared:

None.

Part I: Open to the Public

1. Record e-vote results & roll call vote

Two e-votes have been completed since the previous Board meeting and one roll call vote was taken live during the call.

a. The March board meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Jason Livingood: YES
Sean Turner: YES
Peter Van Roste: YES

b. The revised December 2020 financial statement was approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Jason Livingood: YES
Sean Turner: YES
Peter Van Roste: YES

c. The minutes from the 23-24 March 2021 Strategic Planning Retreat were approved with the board roll call voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Jason Livingood: YES
Sean Turner: YES
Peter Van Roste: YES

2. Report from auditors on annual audit

An audit report was presented. No significant issues were found.

3. Update on the IETF's technical work

Lars had no specific update on technical work, but did share that the IESG has been discussing how to schedule meeting sessions for IETF 111. At the last meeting, there were too many session requests to easily fit into the shortened six hour online meeting day. The IESG has ruled out adding more hours or days to the meeting, and instead will encourage working groups to be mindful of how much time they are requesting and refrain from requesting two slots unless absolutely necessary. A ninth simultaneous track will be added again at IETF 111 if needed.

4. IESG response to April 1st Internet-Drafts

Lars summarized the situation with four Internet-Drafts posted on April 1, which has generated a lot of discussion on the IETF mail list and are related to issues of diversity & inclusion at the IETF. The IESG decided to remove the two anonymous drafts for violating the Code of Conduct, and while the other two drafts remain online, Lars and other IESG members expressed disappointment with their content. Some confusion ensued about which actions had been taken on which drafts. Related to diversity & inclusion issue, the IESG reviewed a proposed charter for a a TERM (terminology) working group and noted that the IESG is not yet prepared to charter the group and is reviewing potential charter or other changes.

5. Executive Director report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 08 April 2021

This report is provided by the IETF Executive Director and is taken as read at the meeting allowing more time for questions or follow ups. This report is public and there is no confidential report.

1. Strategic Matters

Strategic retreat

Following the recent strategic retreat I intend to review the IETF Administrative Strategic Plan 2020 and my ED Goals with a view to bringing revised versions for next board meeting.

2. Policies

OFAC Compliance

The Chair has published a [blog post](#) with the agreed statement on OFAC compliance.

3. Finance

ISOC Contribution

The annual ISOC contribution has been received.

Director of Fundraising recruitment

An offer is being prepared, with an early June 2021 start date.

Audit

The audit of the 2020 financial year has been completed. The key audit correction related to the recognition of ISOC contributions, which was fully explained in our [blog post](#).

4. RFPs and contracts

Temporary RFC Series Project Manager

The contract with John Levine as the Temporary RFC Series Project Manager has been extended at the request of the IAB by nine months to the end of March 2022.

5. Meetings

IETF 110

The satisfaction with this meeting, as reported in the [post-meeting survey](#), was noticeably up on IETF 109. The work before the meeting has clearly contributed to this result.

IETF 111

This consultation will have closed by the time of the board meeting. It appears highly likely that this meeting will occur online only, with a decision on this in the very near future.

6. Tools/RPC/RSOC/RSE

tools.ietf.org

Work on the transfer of critical services is still underway. As a reminder, this includes:

- Datatracker now supports the same htmlisation of I-Ds and RFCs as tools.ietf.org and discussions regarding redirections are underway
- Talking to GitHub about them moving xml2rfc and ietfdb (datatracker) code and issues onto GitHub
- An RFP for moving the Trac instances to a new wiki product is almost ready.
- An RFP for reimplementing the web based xml2rfc and bibxml services is almost ready.

Senior SDE recruitment

Two candidates have been identified that will fall within our total budget. Robert and Jay both conducted interviews and Jay is now moving ahead on contracting.

7. IESG/IAB/IRTF/Trust

Transfer of IPR

We are still waiting for a draft of a revised agreement from our lawyers.

Supporters badge

The IETF Trust have indicated that they want to wait for the revised IPR agreement to be put in place before responding to this.

8. Miscellaneous

Nothing to report.

6. San Francisco venue discussion

If IETF 111 will take place online, we will look at rebooking the San Francisco venue for a future date. The venue is a good one and as long as international travel to the United States as a whole is viable, there is no specific reason not to rebook this particular venue.

7. Follow-up on action items from the retreat

Several action items from the retreat were discussed. A blog post from Jason about the proposed process for conducting an IASA2 retrospective has been approved by the board and will be posted next week.

A blog post from Peter and Maja about their experiences on the Board as independent directors will be coordinated with the IASA2 retrospective for later in the spring. Peter and Maja planned to work on the text soon.

The May board meeting will include a SWOT/PESTL discussion (45 mins) led by Peter.

And finally, the Secretariat has been talking with various meeting venues about potential COVID mitigation measures that may be in place for our next in-person meeting, and Jay will start a community conversation in the next few weeks based on what has been discussed with venues. Jason reiterated discussion from the retreat that we wanted to get a sense for the community's comfort level with certain aspects of this sooner rather than later, especially as we determine some of the optional mitigations.

Part II: Board + Staff

1. Hiring update

Interviews have been conducted and offers will be made shortly for both the Fundraiser and Senior Software Developer positions.

2. Report on T-Shirt system vulnerability breach

Somebody reported a vulnerability in the meeting t-shirt system that allowed some information to be exposed. The vulnerability has been fixed and it has been confirmed that only the t-shirt system was affected, not the meeting registration system.

Part III: Board + ED Only

There was a brief discussion of diversity & inclusion issues as well as the two April 1st Internet drafts that were removed by IESG action. There is an appeal of this action in process, which will be handled by the IAB per IETF process.

Part IV: Board Only

N/A