IETF Administration LLC Report

Part 1 - Operations
IETF Executive Director

IETF 108
July 2020

Making the Internet work better
IETF Administration LLC

Thank you to the IETF 108 Host

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Thank you to the IETF 108 sponsors

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Cloud Services Sponsored by Google Cloud Developer Relations
Madrid local sponsors

The IPv6 Company

colt
IETF Administration LLC
Thanks to the many generous volunteers

Codesprint
Hongwei Li
Jari Arkko
Jean Mahoney
Jim Fenton
Russ Housley
Valery Smyslov

NOC
Bill Fenner
Bill Jensen
Clemens Schrimpe
Hans Kuhn
Hirochika Asai
Joe Clarke
Karen O'Donoghue
Lucy Lynch
Rob Austein
Warren Kumari
Thanks to all of our hard working meeting staff and contractors

Secretariat
Alexa Morris
Amy Vezza
Cindy Morgan
Glen Barney
Jasmine Magallanes
Jenny Bui
Kat Barabad
Laura Nugent
Liz Flynn
Ryan Cross
Stephanie McCammon

NOC
Con Reilly
Nick Kukich
Rick Alfvin
Sean Croghen

Tools
Henrik Levkowetz
Margaret Cullen
Mark Donnelly
Robert Sparks

Meetecho
Alessandro Amirante
Lorenzo Miniero
Paolo Saviano
Simon Pietro Romano
Tobia Castaldi

LLC
Greg Wood
## Future meeting locations and venues

<table>
<thead>
<tr>
<th>MEETING LOCATION</th>
<th>VENUE</th>
<th>DATES</th>
<th>HOSTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>IETF 109 – Bangkok†</td>
<td>Marriott Queen’s Park</td>
<td>November 14 – 20, 2020</td>
<td>Cisco</td>
</tr>
<tr>
<td>IETF 110 – Prague</td>
<td>Prague Hilton</td>
<td>March 6 – 12, 2021</td>
<td>*</td>
</tr>
<tr>
<td>IETF 111 – San Francisco</td>
<td>Hilton Union Square</td>
<td>July 24 – 30, 2021</td>
<td>Juniper Networks</td>
</tr>
<tr>
<td>IETF 112 – Europe</td>
<td>TBA</td>
<td>November 6 – 12, 2021</td>
<td>*</td>
</tr>
<tr>
<td>IETF 113 – Asia</td>
<td>TBA</td>
<td>March 19 – 25, 2022</td>
<td>*</td>
</tr>
<tr>
<td>IETF 114 – Philadelphia</td>
<td>Philadelphia 201 Hotel</td>
<td>July 23 – 29, 2022</td>
<td>Comcast/NBCUniversal</td>
</tr>
</tbody>
</table>

† Consultation has started on the process for deciding if this needs to be an online meeting

* Please contact sponsorship@ietf.org if interested in sponsoring a meeting
<table>
<thead>
<tr>
<th>Ticket Type</th>
<th>Registered</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Bird</td>
<td>485</td>
<td>500</td>
</tr>
<tr>
<td>Standard</td>
<td>173</td>
<td>100</td>
</tr>
<tr>
<td>Late</td>
<td>95</td>
<td>50</td>
</tr>
<tr>
<td>Student</td>
<td>31</td>
<td>100</td>
</tr>
<tr>
<td>One-day</td>
<td>27</td>
<td>0</td>
</tr>
<tr>
<td>Waivers</td>
<td>174</td>
<td>115</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>985</strong></td>
<td><strong>865</strong></td>
</tr>
</tbody>
</table>
IETF Executive Director key activities

1. Community engagement and support - 1-1, groups and teams, surveys
2. Managing impact of COVID-19 and the switch to a fully online meeting
3. Review of finances, financial processes and sponsorship
4. Administrative Strategic Plan 2020
5. New RFP process and administration
6. Supporting Tools
7. Developing operational policies and operational systems

More details in the board minutes which include the monthly IED report

https://www.ietf.org/about/groups/llc-board/minutes
IETF Administration LLC Report

Part 2 - Governance
Board Chair

IETF 108
July 2020

Making the Internet work better
The Board strives for transparency with the IETF Community. Board meetings are open to observers except for items such as legal, contracts, personnel, and other matters that benefit from confidentiality. Each meeting is divided into four sections: Open; Board and Staff Only; Board and ED Only; Board Only. Our goal is to publish agendas one week or more before each meeting. Minutes of past meeting are also posted on a timely basis.

Schedule of future meetings & how to join: https://www.ietf.org/about/groups/llc-board/meeting-info

Past meeting minutes: https://www.ietf.org/about/groups/llc-board/minutes
Recent Board Work Completed

1. Completed first independent audit with no issues [blog]
2. Continued implementing our Investment Policy Statement
3. Revised fiscal year 2020 budget due to COVID-19
4. Revised the IETF Executive Director’s 2020 goals due to COVID-19
5. Updated Board procedure for recording votes
6. Continued work with ISOC to renew their financial support commitment to the IETF
7. Continued work on fundraising & sponsorship strategy (partly contingent on the work with ISOC)
# IETF Administration LLC
## Current Fiscal Year Operating Budget

### May Balances, original budget

<table>
<thead>
<tr>
<th></th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance %</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td>$253,228</td>
<td>$1,462,900</td>
<td>↓(83%)</td>
<td>$9,276,413</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td>$2,514,789</td>
<td>$3,459,111</td>
<td>↓27%</td>
<td>$9,215,690</td>
</tr>
<tr>
<td><strong>Capital Investment</strong></td>
<td>$138,998</td>
<td>$66,875</td>
<td>↑(108%)</td>
<td>$160,500</td>
</tr>
<tr>
<td><strong>Net Income after capital</strong></td>
<td>($2,400,559)</td>
<td>($2,063,086)</td>
<td>↓(16%)</td>
<td>($99,777)</td>
</tr>
</tbody>
</table>

### Investments

<table>
<thead>
<tr>
<th></th>
<th>31 May 2020</th>
<th>31 Jan 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investments</td>
<td>$17,292,261</td>
<td>$17,157,771</td>
</tr>
</tbody>
</table>
IETF Administration LLC
Contact & Background Information

• Email:
  • Public feedback to the board only: LLC-Board@ietf.org
  • Executive Director: exec-director@ietf.org
  • Sponsorship: sponsorship@ietf.org

• IETF LLC web pages of interest:
  • General: https://www.ietf.org/about/administration/
  • Future Meetings: https://www.ietf.org/about/groups/llc-board/
  • Past Meeting Minutes: https://www.ietf.org/about/groups/llc-board/minutes/
  • Financial Statements: https://www.ietf.org/about/administration/financial-statements/
  • Policies: https://www.ietf.org/about/administration/policies-procedures/
  • Submit a whistleblower concern: https://ietf.ethicspoint.com
Thank You

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