OSI Board of Directors - December 2014 Portfolio Report

Corporate Sponsorship activity:

1. Follow-ups with (see [Corporate Development / Fund-raising page](#))
   1. O'Reilly
   2. Engineering Group*:*
      1. Sponsorship letter sent
      2. graphic updated (needs Eng Approval)
      3. press release
   3. Verisign
   4. GE Global Research (tie in with WG/IP)
2. Build out [Corporate Development / Fund-raising page](#).
3. ~~Design brief / summary for C.S. to~~ [document previous year's work](#) ~~in the OSI.~~ *See link*
4. ~~Review update C.S. presentation material.~~ [Added latest slides and updated outline/content/resources on wiki page](#).

Branding and PR activity

1. ~~[OSCON](#)~~
   1. ~~Workshop meeting - Deb let Board know ASAP~~
      1. ~~Find company to host meeting.~~
         1. ~~Deb to provide Patrick with contacts~~
   2. ~~Add space for external volunteers to participate~~
   3. ~~Create a "Board Member Activities"~~
   4. ~~Add template for Biz Cards~~
2. [Inventorying of media assets](#)
3. Update [Awareness WG](#)
   1. Add OSCON meeting info
   2. Add volunteers
4. AgilePR update.

Education and Training activity

1. Would like to develop a mission statement for the portfolio
2. Develop budgeting for sponsoring projects and development (external grants and internal costs)
3. ~~OSCON marketing meeting update/schedule~~
4. Review [FLOWedu](#) and latest proposal
5. Charter for [OSI Management Education Working Group (OSI-EDU-WG) 2014-2015](#)
6. Identify collaborators for OSBOK project
7. FLOSSmole / FLOSShub
8. RIT Minor in Open Source

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Incubator activity

1. TLDR Legal
2. FLOSS Entities
3. FLOWedu Syllabus 2.0
4. WC3 Liaison

Infrastructure activity

1. Discovered "Open Source Licensing FAQ" (http://ideas.opensource.org/wiki/help/license) with dated material linked off of our mailing list page (http://opensource.org/lists).
   1. License Discuss: Discuss and answer important questions about Open Source licensing, in order to collect community wisdom for the [FAQ](#).
      1. This page appears to be 3 years old and obsolete.
2. Move content based on current use versus all
3. Election software
   1. Reviewing and testing [Helios Voting](#)
4. Move to another communication platform other than lists.
   1. Recommendations from the board include: StackExchange, discourse.org

    2. Manage lists better, keep lists?
    3. Move mailman to ADG?
        1. look at other hosts?
    4. find mailing list moderators from community
5. Confirmed move to ADG / Studio 136
    1. Set up meeting with Bruno, Allison to discuss migration and development
6. Currently paying $229/mo. for Rimuhosting
    1. Currently running Mailman and Elections on a dedicated server.
    2. Ask OSL to host Mailman
    3. Set up call with Karl and Elections to discuss use.
7. Use of OwnCloud vs. XWiki
8. Continue with Lastpass for enterprise password management.

License Approval activity

Marketing and Communications activity

Live meeting notes: http://etherpad.wikimedia.org/p/MArComm

1. Website content migration planning with ADG for new hosting/site.
    1. Bruce and attribution question re open knowledge definition
2. Invite guest tweeters.
    1. Sent introduction to Maha at "Tweeting Open Source."
3. Awareness Working Group
    1. "What is open source" one pager
    2. Messaging index.
4. Communications strategy plan.
    1. Aligning goals (prioritized) for raising awareness.
    2. Defining next-generation of messaging/communications.
        1. Build on work of AgilePR to draft marketing message.
5. Internships to support logistics in pushing communications?
    1. Shared link to Technology Systems Hub to inform Shreyas of our current media channels.
    2. Invited Shreyas to join weekly call for the first half hour.
    3. Protocol/workflow for guest bloggers to find, write, edit and publish communications
        1. Will use the this wiki, the Social Media Draft Contributions page to draft original blog posts.
        2. Relevant content defined as:
            1. Current and former board members' posts (tweets, blogs, articles, etc.) activities.
            2. OSI activities (working groups, press releases, newsletters, etc.)
            3. OSI and Affiliate Member communications (tweets, blogs, articles, etc.), initiatives, projects, events, etc.
            4. Local open source events of interest to local communities.
            (Note: When dealing with local community-specific event shout-outs, we need to make sure we highlight open source, not any specific cultural, ethnic, political views as the OSI is global community and does not favor any particular community over another.)
            5. Weekly update to share "OSI in the works"
    4. Social Media Suggestions/Working ideas
        1. Open Source Initiative-Official page on Facebook since it reaches a lot of people.
        2. Update event photos where OSI played a part. Eg:OSCON since photos tend to reach a lot of people rather than plain boring texts.
        3. Instagram account to update event photos and other related photos.
        4. Small contests on Social Media which ensure interaction with followers.
    5. Work with Ind. Membership folks to draft SOP for interested people to contribute to OSI. More like a one stop solution for "How do I contribute?".

Contributions

Affiliate Membership activity

1. Affiliate eligibility to be determined by sector specific qualifications and criteria.
    1. Each interested party will submit a cover letter with their application that provides their qualifications based on they type of organization they are, rather than different agreements: non-profit, educational and user communities.
2. Current Applicants under review/up for vote:
    1. Moodle

2. TYPO3
3. OSEHRA
3. [Legal reference resource](#)
   1. Develop a set of "OSI recommended" questions that those looking for legal advice can ask potential attorneys to assess their experience with open source licensing and related legal issues.
4. Current leads:
   - AMBD
   - Benetech
   - ChickTech
   - FLOSSmole / FLOSShub (special case: not educational or non-profit).
     - Request from FLOSShub/FLOSSmole/SRDA for an update.
   - FOSSETCON
   - Grassroots.org
   - Open Source Lab
   - OpenStack
   - RIT Center for Media, Animation Gaming, Interaction and Creativity (MAGIC) -- Education
   - The Open Source Way

Individual Membership activity

1. Include in membership the option to help out (maybe in lieu of payment), i.e. contributing members.
2. Increase membership numbers by the next elections (March, 2015)
3. Set up meetings with ADG to review similar organizations' web sites and individual member activity.
4. Individual membership scholarship, grant, fee-waiver and terms.
5. User groups and clubs as Affiliate members.
6. Develop/provide membership access to Civi
   1. Pulled trigger on contract with ADG for hosting, service hosting.
      1. Set a meeting for introductions and planning.
         1. Create/modify business processes/rules for membership (joining, renewal, notifications).
         2. Pay by check/cash (can we have event specific member join page)
         3. Various Member types/fees
         4. In person discounts
         5. Dual memberships
         6. Discounts to members of other groups.
7. [Benefits](#) to be determined.
   1. [Linux Foundation](#) follow up.
   2. Add page to osi website listing benefits.
   3. System76 ThinkPenguin
   4. Dell, HP Lenovo
   5. Discounts for events
   6. Partner with affiliates for dual-memberships/discounted memberships
8. Attend Affiliate events to promote memberships

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Trademark Stewardship activity
as of June 5th, 2014

1. Follow-ups with notified organizations:
   1. Qabel: **Patrick** to follow up with a suggestion to use, "source code available"
   2. GeoGebra: Potential issue with GPL, **Patrick** to ping Richard for advice.
   3. Appnovation: Confirmed they will change, **Patrick** to give 7-10 days to see if changes made.
   4. Technology Services Group: use of logo without approved OSI licenses; use of the term open source for software not distributed with OSI license.
   5. Open Source Software for South Africa: use of logo for project.
2. (Discuss w/**DLA Piper**) Review of owned marks, scope, and duration
   1. Confirm/request ongoing management of trademark registration. **Patrick** to check with legal for what should be public/private.
   2. Confirmed US trademark registration/certificate/number
      1. **Patrick** to create private page for documentation
3. What is the purpose of the trademark mail list?

1. Use the list as point of contact for trademark issues and supervisor
2. **Patrick** to check on current workflow for contacting OSI re: trademarks via form/list.
4. Develop guidelines for "OSI Certified" and "OSI Approved."
5. (Discuss w/**DLA Piper**) Issues with current trademark guidelines, for example
    1. Provision to mail us within 7 days to use mark
    2. Requirement to get prior written permission to use "OSI Approved License"
    3. Need of contacting a posteriori trademark supervisor to use logo
        1. **Zack** to prepare a preliminary list and run it through the board
6. Compare guidelines to http://modeltrademarkguidelines.org/
7. Adopt a visual Wikimedia syle information sheet for OSI (http://wikimediafoundation.org/wiki/Trademark_policy)
8. Note on trademark infringement page that the letter should come from OSI GM, not the layers
9. Manage infringements
    1. Current process with vision for more automation/integration like affiliates page and "see CiviCRM

General Manager activity
as of May 31, 2014

Branding & Identity (Deb)

May 2014 Newsletter

Corporate Sponsorship: fund-raising and financial development (Mike)

Google Match

Education and Training: research, teaching and learning; professional development (Tony)

FLOWedu Completion Report

Incubator (Simon)

FLOWedu Completion Report

TLDR Legal WG Proposal

Infrastructure (Bruno)

License Approval (Luis)

TLDR Legal WG Proposal

Marketing: communications, event, public policy (Leslie)

OSCON 2014 Planning

May 2014 Newsletter

Educause Open Reception / Educause Conference Planning

Apereo Conference planning

Conference kits

Membership, Affiliate: recruitment, benefits, communication (Richard)

Membership, Individual: recruitment, benefits, communication (Allison)

Trademark Stewardship (Zack)

Operations

List moderation (35)

Set up portfolio manager meetings

Hardware systems update

Portfolio calls.