

## August 10th, 2021

1. Welcome and Attendees  
August 1th: Wouter, Petra, Ben, Greg, Ester, Josh, Michele, Nicole (@8:40am)  
Excused: Katsuyasu
  
2. Agenda Review and Discussion
  
3. Board Meeting Minutes of July 13th, 2021 approved
  
4. Standard gift as appreciation when a board member has ended their term, Ben will follow up.
  
5. Appointment of Officers
  - a. President: Ben
  - b. Vice President: Petra (Michele will backup Petra)
  - c. Secretary: Wouter
  - d. Treasurer: Nicole

## 6. Committees & Members

### Roster:

<https://docs.google.com/spreadsheets/d/1XzW3AdUDmooE0dIYoo3uROt2ssGWzQEa8vHODxVyZ2E/edit?usp=sharing>

### Committees:

- a. Finance Committee: Nicole, Ben, Wouter, Greg
- b. IT Committee: Nicole, Wouter, Toyama, Greg, Ester
- c. Event & Sponsor Committee: Ben, Ester, Petra, Michele, Josh
- d. Membership & Attendance Committee: Ester, Nicole, Toyama, Petra, Michele
- e. Program Committee: Nicole, Ben (back-up), Toyama, Michele
- f. Election Committee: Toyama, Petra, Greg
- g. Outreach & Communication Committee: Ester, Ben, Petra, Wouter, Michele
- h. Governance, Process & Workflow Committee: Ben, Wouter, Greg

## 7. Active Work

- a. Global Peering Community Event Tool
  - i. EventForce Update
  - ii. ACTION REQUIRED - Some board members still to read & approve or edit.  
[https://docs.google.com/document/d/1fJcS5Kfsv8cR7k40-tP9JId\\_w4XKlzimzC6iLuBm87U/edit?usp=sharing](https://docs.google.com/document/d/1fJcS5Kfsv8cR7k40-tP9JId_w4XKlzimzC6iLuBm87U/edit?usp=sharing)
- b. IT Services RFP

- i. 3 responses (2 valid)
- ii. One bidder (JSA) withdrawn

c. 2021 Financial Year End Preparation & Submission

Greg will support Nicole together with our accountant - now possible to move forward with filing taxes

d. Event Management Contract

- i. Working on contract with JSA, in process to finalize

8. 2022 & 2023 Event Schedule & Delivery

Fort Lauderdale Westin (27 - 30th March 2022) -> Comcast (or AT&T) as connectivity sponsor? (Josh will check)

Also need to already look for 2023 location

9. Paused or Planned Work

- a. Outreach Committee
- b. Foundation / Trust
- c. Administrative Support
- d. GPF Process and Flow
  - i. Flow of GPF paper / project plan
  - ii. List of email accounts / access / roll accounts / lists etc
- e. Governance review - Board roles & responsibilities. Is the board appropriate size? Is everybody contributing?

10. New Work

- a. 2022 & 2023 Budget
  - i. Income
    - 1. Sponsor Revenue Forecast [Sponsor Committee]
    - 2. Registration fee income
    - 3. Hotel Commission Split
  - ii. Expenditure
    - 1. Event Management
    - 2. IT Services
    - 3. Venue costs
    - 4. Social costs
    - 5. Virtual or Hybrid event costs
    - 6. Operational costs
  - iii. Reserve Fund - Review of reserve fund amount

11. AOB -

- a. Euro-IX Peering Toolkit (pushed to next meeting)
- b. Winery social (?) - to further investigate
- c. Wouter will co-ordinate the initial committee meetings

12. Next Board Meeting(s):

- a. September 14th, 2021 at 8am PDT: regular Board Meeting