



Minutes of Directors Meeting

On July 3rd, 2020

Directors Present:

- Alexander Zimmerman (AZ)
- Ferran Tufan (FT)
- Robert Lanphier (RL)
- Owen Baines (OB)

Additional Attendees:

- None

Meeting Opened at 20:13 UTC and closed at 22:17 UTC.

Key:

- AP: Action Point
- R: Resolution

Action Point Summary

Action Point	Actor	Due Date
Data Processing Agreement	Owen Baines / Ferran Tufan	01/09/2020
SRE Escalation Process Meeting	Rob Lanphier / Ferran Tufan	01/08/2020

Minutes

1. Previous Matters

- OB gave an update that a skills audit would be conducted every year before the September Board meeting.
- This would then lead to drafting on an “Terms of Reference for Appointed Directors”.
- RL has had discussions with volunteers regarding Volunteer Welfare and intends to continue these discussions.
- FT mentioned a “confidential advisor” potentially being appointed from the Board to assist Volunteers.
- **AP:** RL to liaise with FT to arrange a meeting to discuss SRE escalation process.
- Discussion regarding fundraising banners on wikis and communities, being opt-in and not time limited.

2. Financial Review

- Discussion regarding main companies we have a financial relationship with (RamNode, OVH, Name.com, HMRC, PayPal, Tide, GoFundMe, GitHub).
 - **R:** “Directors resolve that; the financial review should be published for public viewing with the minutes.” (Agreed: AZ, FT, RL, OB)
3. Budget
- Proposal of £1575 being allocated as a budget for July 2020 – December 2020.
 - Explored the capacity planning and resilience planning considered with the budget.
 - **R:** “Directors resolve that; the budget is approved as written, lasting the period of July 1st 2020 until December 31st 2020.” (Agreed: AZ, FT, RL, OB)
4. Legal Aspects of Infrastructure Contribution
- **AP:** OB and FT to discuss a Data Processing Agreement.
5. Terms of Use and Abuse Handling
- Referred to email follow up because of time constraints.

R: “Directors resolve that via electronic communication; the minutes above are an accurate representation of the meeting on March 6th, 2020 and that they can be distributed publicly outside of the Directors.” (Agreed: AZ, FT, RL, OB)