

# OASIS MEMBERS ONLY

A face-to-face meeting of the OASIS Board of Directors was held in Bellevue, WA on Tuesday and Wednesday, 18-19 April 2000.

## Present:

Bill Smith, President and acting Chair  
Norbert Mikula, Chief Technical Officer  
Bob Sutor, Chief Strategy Officer  
Eric Garcia, Director  
Simon Nicholson, Director  
Laura Walker, OASIS Executive Director (non-voting)

## Not present:

Jon Parsons, Secretary/Treasurer  
Mary McRae, Chief Marketing Officer  
Alan Hester, CIO  
Lofton Henderson, CGM Open Representative (non-voting)

## AGENDA

IT infrastructure (Mailing lists) - All  
Update on Recruitment/HR  
- Web master - Laura  
- Technical Operations - Bill/Eric  
- CFO (part time) - Laura  
GCA relationship update - Bill  
ebXML update - Bill/Bob  
Proposal for non-member participation in mailing lists/TCs - Norbert  
Discussion on the scope and shape of the OASIS Board - All  
Event calendar - Laura  
Board meeting schedule - All  
Plan for Board Elections - Laura  
Review 2000 Budget - Bill/Jon  
XML.ORG and ACXO report - Laura/Simon  
CGM Open - All

## MINUTES

Bill called the meeting to order and appointed Simon as chair of the meeting.

Since one member of the Board is not able to participate on the 2nd day of the Board meeting, Bob moved that an Executive Committee be formed for a day, 19 April, to enable the Board to discuss and decide Consortium business.

2nd: Norbert  
Vote: unanimous

Bill announced that he was resigning from the Process Advisory Committee.

IT infrastructure (Mailing list)

- a. Research options for outsourcing mailing list and website admin
- b. Utilize volunteered external resources for dealing w/short term issues (available w/in 10 days; will be available for 30 days). With high priority on transfer of knowledge from CIO and volunteered resource to OASIS staff member

Review feedback from interviews for Member of Technical Staff/Standards Development  
Manager Director of Technical Operations

Contracts for services w/providers of technical operational infrastructure

Bob Sutor moved that total compensation for the Director of Technical Operations is not to exceed \$90K

2nd Eric Garcia

Ayes: unan.

Update on recruitment of web master - Laura  
Reported on temporary-to-permanent staff.

Update on recruitment of Operations Director - Laura

Candidate appears to have declined the OASIS opportunity

AI - Laura to come back to board w/3 names to investigate (CFO/legal/etc.)

GCA relationship update - Bill

ebXML update - Bob & Bill

Bill did a joint presentation w/Klaus at the UN/CEFACT meeting in Geneva.

AI - Board and Walker to encourage members to participate in ebXML

Non-member participation in mailing lists/TCs

Decided to stick with current process and rules. Walker will come back to Board with proposals for "eval" membership, if appropriate.

Discussion on the scope and shape of the OASIS Board

We are now approaching an election, added to which there has been Mary's recent decision to resign. We have had initial conversations as to whether we should change the make up of the Board (for example appointing non-exec officers). This session is an open discussion to review our options and identify what changes, if any, we should plan on implementing. This discussion should also include a decision on recruiting a replacement for Mary

Date for next face to face - Wednesday, 7 June in San Francisco. Sun has offered to host.

Discussion "convergence" summit -- agenda appears to have changed significantly from the original plan.

## Calendar of forthcoming events and shows - Laura

02-04 May XML Scandinavia  
08-12 ebXML Brussels  
12 Possible Consortia meeting (comptia, etc.) (Brussels)  
15-19 WWW9 - (Amsterdam)  
23 W3C/OASIS workshop @ WWW9 (Amsterdam)  
22-24 W3C AC Meeting (Amsterdam)  
23 compTIA Board meeting (Bellevue)  
24 InternetWorld UK  
22-24 Dynamic Content (San Francisco)  
05-09 Jun Java One (San Francisco)  
08 Regrep Soft Launch  
08-09 Regrep Media tour (SF & NYC)  
12 Regrep announcement  
12-16 XML Europe (Paris)  
26-29 XML DevCon (NYC)  
17-19 Jul XML Summer School (CSW - Oxford)  
07-11 Aug ebXML - US (location TBD)  
Aug eXtreme (Montreal)  
Aug OASIS Summer Workshop (Montreal)  
28-01 Sep Seybold SF  
02-05 Oct XML One San Jose  
02-05 XMLLeadership  
18-20 XML One London  
06-10 Nov ebXML Tokyo  
Dec XML2000 (DC)

AI - Scott McGrath assigned to propose Summer Workshop schedule and agenda (coincident w/eXtreme in Montreal?) by Tuesday 24 April

### 2000 Budget - vote

Tabled until after discussion of strategy and business plan. Board has requested month cash flow reports and to continue with the full financials on a quarterly basis. Until budget is adopted, run at break-even (without dipping into cash reserves).

CGM Open - we have a proposal from the CGM Open Board that we started to discuss during our last conference call. This session is to review the proposal and vote on whether to adopt or decline.

Review of member section language in new bylaws (yet to be ratified).

By laws to be distributed by vote by 28 April

Board recommends that CGM Open not act until after ratification of bylaws.

### xml.org and ACXO report - Laura & Simon

Report on status of regrep reference implementation.

The Board recognized the efforts of OASIS staff in moving this work forward (particularly Craig Chevrier, for his work on the classification scheme), and also the work of the implementation team.

### Discussion of Strategy and Business Plan

AI - Eric to take planning to the next step

## AOB

- Salary increase
  - AI - assigned to N. Mikula
- Hiring Admin assistant
  - Simon moved to hire admin as proposed by Walker. 2nd by Norbert. Vote: unan.
- Review of European operations
  - AI - Walker to provide status report on 1 May