

**Minutes of the OASIS Governing Board, held by Teleconference
on Thursday, 16 May 2002**

Attendees:

Directors

Position

Norbert Mikula	Director and Board Vice-Chair
Patrick Gannon	Director and interim President/CEO
Jim Hughes	Director and Secretary/Treasurer
Christopher Kurt	Director
Una Kearns	Director
Simon Nicholson	Director
Michael Weiner	Director

Others Present

Karl Best	OASIS Director of Technical Operations
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- 1. Opening and Agenda Approval.** Norbert Mikula called the meeting to order at 11:00 am and the announced agenda was approved.
- 2. Previous Minutes.** The board voted to approve the minutes of the 15 April 2002 Board meeting.
- 3. Technical Committee Process Update.** Karl led a discussion of various changes proposed for the Technical Committee Policy – among them, changing the name to a Process document, various process clarifications, public review of proposed Standards, and a streamlined OASIS Standards approval process that will allow approval cycles to start every month rather than every quarter. Board members were asked to continue their review of the proposals, and this document will be presented for approval in the June Face-to-Face meeting.
- 4. Technical Architecture Board/Committee Update.** Una gave an update of the TAB activities: there will be a TAB meeting in June in California; the TAB chair will be elected from the group; “Guidance” from the TAB, as specified in its charter, is not prescriptive; and the TAB will informally work with Karl to “bucketize” or bundle TCs into groups for discussion and coordination. It was also agreed that the TAB will decide (by drawing straws) the assignment of one and two year terms within each of the initial 4-member elected blocks (the members elected by the OASIS membership will draw straws for their terms, and, separately, the members elected by the OASIS board will draw straws for their

terms). Thus, in next year's election, the board will elect two new members, and the OASIS membership will elect two new members to the TAB.

The TAC presented a slate of 4 candidates for election to the TAB, and the motion to appoint this slate failed in the board. Nominations were then opened, and the following individuals' names were placed into nomination: Angel Diaz, Sanjay Patil, Razmik Abnous, Bill Burcham, Martin Chapman, Jonathan Clark, David Connelly, Bill Cox, Chet Ensign, Arofan Gregory, Monica J. Martin, William Pope and Heinz Ulrich Roggenkemper. Following discussion of the nominees, the following four individuals were elected to the TAB by vote of the board: Angel Diaz, Sanjay Patil, Chet Ensign and Heinz Ulrich Roggenkemper. They will join the four members elected by the OASIS membership (Derek Coleman, Eduardo Gutentag, Jackson He and Krishna Sankar), Karl and Una in the initial TAB.

- 5. Lease of New Office Space.** Patrick provided details a Lease Agreement between OASIS Open and Interstate Properties for office space at 630 Boston Road, Billerica, MA. The lease includes the following major provisions:

Lease Terms: 3 years, June 1, 2002 thru May 31, 2005

Lease Amounts: 1st year, \$33,660.00, \$2,805.00/mo.

2nd year, \$35,859.96, \$2,988.33/mo.

3rd year, \$38,059.92, \$3,171.66/mo.

Initial payments: 1st and last month payments by June 1, 2002.

The office is scheduled to move on 31 May 2002. The board then approved the following resolution:

RESOLVED: That the Corporation enter into and perform a lease by and between the Corporation as Tenant and Interstate Properties as Landlord for the premises located at 630 Boston Road, Unit M102, Billerica, Massachusetts, in substantially the form presented at the meeting (the "Lease"), and that the President, and such officer as may be designated by the President, is hereby authorized and empowered to execute, under the corporate seal of this Corporation, and deliver the Lease, with such changes thereto as the President, or such officer designated by the President, may determine to be necessary or appropriate, his execution thereof to conclusively evidence such determination, and to perform the transactions contemplated thereby.

- 6. Financial Report.** Patrick presented the April financial report, noting that YTD actual net income is ahead of the budget (\$28K, or 60%), though revenue

(bookings) is below budget (\$102K, or 14%). There are no significant issues in cash flow or status, and a reforecast of the budget for the remainder of 2002 will be discussed in the next meeting.

7. **Next Meetings.** The next meetings are:

- In-person board meeting on Thursday, 6 June, at Intel, Santa Clara.
- Telephone meeting, 11-1 pm PDT, Thursday, July 18.
- In-person board meeting on Wednesday-Thursday, 31 July-1 August, at the OASIS headquarters (or nearby)

8. **Closing.** The meeting closed at 1:00 pm.



Jim Hughes
Secretary