

# Minutes: 6 April 2016

## Minutes

### Informal Business of the BoD

#### *Attendees*

- Cameron
- Tim
- Stephanie
- Melissa
- Leslie
- Dan
- Laure

#### *Review Actions from previous meeting*

- All actions are completed except:
  - Action: Review and provide feedback on process and vision subgroup documents.
  - Action: Convene a meeting on working groups.
  - Action: investigate pursuing membership fees and create a plan based upon this model.

#### *Plans for FORCE2016 Meeting with Advisory Board*

- [Mission/Vision](#) - Ed, Dave
  - Proposed mission statement: FORCE11 is an open international organization that aims to improve the communication and dissemination of research and scholarship.
    - We can also include three points that illustrate the “how”:
      - Focus on digital? Networks?
      - Efficiency, transparency?
    - Afterwards, we will produce a cleaned up paragraph from the other documents.
    - **Action:** Cameron will work on the bullets and paragraph by Monday
  - Tim and Paul feel that “digital” should be inserted into the statement.
    - General consensus was that FORCE11 shouldn’t be limited to digital forms of communication.
      - Dan – while digital communication is driving FORCE11, it isn’t the only thing (it’s a tool rather than an end)
      - Laure – for example, FORCE2016 is a face-to-face meeting. “Digital” does not acknowledge the important work that occurs outside of the digital space.
    - Cameron – the three bullets points that accompany the mission statement could emphasize FORCE11’s digital aspects.
- Membership Fees
  - Cameron spoke to Paul about membership fees and discussed a pay-what-you-can model with guideline amounts. These fees could also be sponsored by other FORCE11 members.

- We should raise this issue early with the advisory board if we are going to pursue this.
- We don't want to exclude anyone who wants to be engaged because they can't afford it. The amount that would make FORCE11 sustainable would not be taken up by many people.
  - The pay-what-you-can model could prevent exclusion.
  - Dan – we do not have to see membership as a gatekeeping function. Agrees that the pay-what-you-can model is the correct route to take.
    - We could set up a membership system without it having a strong impact. It would be a more of a community of identities. Regularizing a sponsorship track without any pressure to pay.
- Melissa – right now, we ask some people to devote quite a lot of time to FORCE11. What do we expect of members and nonmembers? What do we achieve by implementing fees?
  - Tim – the notion that we provide a platform for the community to organize is a benefit to members. Tim would be in favor of different levels of membership.
  - Laure - We also need to consider how much work and time it will take to maintain this payment structure.
  - Cameron –we have quite a bit of this payment structure already set up, so it would not be too much additional time/effort.
    - **Action:** Cameron will pull together a discussion paper to use during the advisory board meeting by Monday.
      - Melissa - we need to consider what would be a compelling reason for people to engage with FORCE11 enough to pay membership fees.
- Working Groups - [Paper \[CN\]](#) - [Paper \[Process Group\]](#)
  - **Action:** review the papers so that we have something to present for the advisory meeting on WG progress

### *FORCE2016 Meeting*

- Melissa - everything is well on track. We are mostly dealing with smaller details like arranging meals and speaker registrations, etc.
- Everyone should advertise the JISC videos for the \$1.5K challenge
- We posted the code of conduct, but have not written a blog about it.
- We have 322 registered attendees so far (350 was our projected limit).
- Press releases – is there anywhere major that we want to use to advertise?
  - We could consider it less of a press release and more of a listserv release with a one-paragraph advert.
  - **Action:** Stephanie and Melissa will write a short paragraph and share with the Board.

### *Outstanding items and other business*

- No outstanding items or other business were discussed.

### *Summary of Actions*

- Action: Cameron will work on the mission statement bullets and paragraph by Monday.
- Action: Cameron will create a sustainability discussion paper to use during the FORCE2016 advisory board meeting by Monday.

- Action: review the working group papers ([Paper](#) [CN] - [Paper](#) [Process Group]) so that we have something to present for the advisory meeting on WG progress.
- Action: Stephanie and Melissa will write a short advert for FORCE2016 and share with the Board.
- Action: Review and provide feedback on process and vision subgroup documents.
- Action: Convene a meeting on working groups.
- Action: investigate pursuing membership fees and create a plan based upon this model.