

FORCE11 Board of Directors Meeting

22 January 2018 - 0600 PST

Present: Amye Kenall (leaving 5 min early), Violeta Ilik, Jen McLennan, Leslie Chan, Dan, Stephanie, Gimena, Bianca, Paul Groth (join 30min in), Tim,

Apologies: Laure

Agenda

1. Introductions
2. Officers Discussion
3. Subgroup Report Back
 - a. Operations (Cameron)
 - i. Mandy and Bianca have taken over vetting new membership requests
 - ii. Mandy, Bianca, Violeta and Dan to set up a call to discuss and organize outstanding duties (as per Stephanie's instructions, Lusia's duties etc here). Then, ask Stephanie for clarifications where needed and add Amye.
Action DD: set up a call for this.
Action MT, BK, VI: go through material beforehand.
 - b. FORCE2018 (John)
 - i. Force2018
 1. **Action JC:** Need report from John for next meeting.
 - a. Worried about timeline for Fall. Strong recommendation (including from FORCE2017 programme committee) for longer lead.
 - b. Look into feasibility of longer term for Global South host
 - c. Look at two three conference set two or three years in advance
 - d. Six months/year operating expenses in bank before Global South conference so we are prepared financial
 2. Force2017 reporting
 1. Martin is working on the final report
 2. Violeta, Katie (Chapman) and Bianca are working on draft inclusivity/diversity report (mirroring Cameron's report for FSCI) (which we'll circulate for feedback)
 - ii. Force2017 reporting
 - c. FSCI (Dan)
 - d. Working Groups (TBD) [bracket until after Operations has been operationalized]
 - e. Communications (Gimena) – Gimena hosted a great call Friday a week ago, where immediate needs were identified, along with systems we need to familiarise ourselves with in order to keep communications going in the transition from Stephanie. Next step is to itemise channels, communication milestones, and responsibilities. Article from Gimena:
<https://www.force11.org/article/envriplus-survey-data-citation-and-persistent-identifier-4>
 - f. Finance (Amye)--looking at where savings can be found (eg IT) and where we will need to spend on admin support. By end of Jan hope to have a 2018 budget to present to Board. Suggest another membership push this year to support keeping things afloat. (**Action:** Amye to finish budget and discuss cost for student with Stephanie and report back to Board so that Stephanie can begin recruitment.)

4. Stephanie gaps areas for improvement
5. Officer discussion
6. Tim: proposal for joint expert group (more consultative function than regular working groups) on PIDs for data (and organizations?), jointly managed by FORCE11 and RDA.
Action TC: short write up of proposal in preparation for next board meeting