The May 14 BOD meeting was canceled

Present: Cameron, Bianca, Dan, Violeta, Gimena (mic not working),

Apologies: John, Amye, Jen, Paul ..., [Memorial Day in US, Bank holiday in UK]

Agenda

1. Adoption of Agenda
2. Minutes - please check for any items to be anonymized/removed for public sharing
3. Items for Action
   a. GDPR: privacy policy, cookie policy, mailing lists (Paul, Jennifer)
      i. Privacy policy, EU cookie policy added
      ii. Mailing lists checked: opt-in/legitimate interest: no action needed; new (Mailchimp) email list of non-FORCE members generated from conference mailing lists - non-FORCE members asked for permission.
      iii. Do we need to send out an email highlighting the privacy policy? Decide not to, better to include:
         1. in a more general news/update mail
         2. in email footers (Mailchimp, F11 discussion list)
      iv. **Action Paul: add “read our ... to footer privacy policy” + add Privacy policy in list under ‘About FORCE11’**
      v. Not time sensitive: adapt privacy statement to move away a bit from e-commerce business ;-) **Action Paul/Bianca**
      vi. Huge thanks to Jennifer for organizing the mailing lists! +1
      vii. Paid Josh to update website
   b. FSCI advertising (Dan, Stephanie)
      i. Currently 32 registrants
      ii. Channels:
         1. Conferences (postcards! - email Stephanie/John?):
         2. Twitter
         3. Facebook
         4. Disciplinary mailing lists
      iii. **Dan will send around template text(s)**
      iv. **Action [ask Jen]: send more from F11 Twitter account + use Mailchimp list**
      v. **Action everyone: hit all the channels! Master List Serve - check and send to the ones you are subscribed to:**
   c. Membership demographics - continuing effort (Bianca, Mandy)
   d. CASRAI (Dan) - previous touch point was CRediT taxonomy and Attribution Working Group.
4. Reports
   a. Force 2018 (John)
      i. Progress report
      ii. Force 2019-2020 Framework - report next call (subgroup: Jen, Cameron, Gimena, John, Bianca)
   b. FSCI (Cameron/Stephanie/Dan)
c. Working Groups
   i. We have created a Drupal site, GDrive folder and mailing list for the Communications group (Bianca). Any other groups that need this?
      1. Missing: Sponsorship (create; action Bianca), FORCE2018 organization [decision needed?]
   ii. Discuss WG and relation to FORCE11 more broadly in future? [also include in discussion towards F2019-2020]

5. Officers and Committees
   a. Chair (Dan)
   b. Secretary (Mandy/Bianca)
   c. Treasurer (Amye)
   d. Web (Paul/Stephanie)
   e. Operations (Mandy/Bianca/Violeta)
   f. Communications (Jennifer)

6. Other business
7. Summary and Conclusion
8. Next meeting: Monday 11 June, 1100 Pacific (1800 UTC)

Slack! The slack url is https://force11.slack.com/. It looks like everyone on the board has accounts. But if you can’t get in, let John know. (Also, for slack newbies, it is always best to use the desktop/mobile slack app. The slack website interface is subpar.)
Action items outstanding

Future conferences:

a. **Action**: Jennifer/Bianca/Cameron/Gimena/John to share framework for future FORCE conference organisers. ONGOING
b. **Action**: Amye to send Jennifer past conference costs and revenues.

FSCI:

c. **Action**: All board members to volunteer their promotion ideas for FSCI attendance and institutional partnerships (per email to Stephanie)

Sponsorship:

d. **Action**: ALL to PUSH ON SPONSORSHIP
e. **Action**: ALL Record when you contact sponsors here.
f. **Action**: John and Stephanie to coordinate on discussions with Sloan and Moore.
g. **Action**: Dan to consider us reaching out to Advisory Board. Amye is happy to help here.
h. **Action**: Violeta/Jennifer (?): Push for communication around sponsorship using membership body - we have a MailChimp mailing list (many, but not all members) and the FORCE11 discussion forum (secretariat/Eleanor can help access)
i. **Action**: Dan/secretariat: Plan further discussion on audience, sponsorship and marketing in off-week call

Membership revenue:

j. **Action**: Violeta / Dan, involving secretariat
   Find more details on the past thinking on membership in F11:BOD/Membership
   i. **Started** (2018-03-12)
k. **Action**: Dan and Stephanie to contact people from the Board candidates and ask if they would like to come on board specifically to lead membership revenue activities.

Advisory Board:

l. **Action** Stephanie: look up survey for advisory board members from few years back
m. **Action** Dan: contact current/lapsed advisory board members to ask them about term (where appropriate) and invite them to a quarterly meeting. Circulate proposal first.

n. **Action**: Dan to renew advisory board memberships for people whose time has lapsed.
   i. **started**

Secretariat:

o. **Action**: Check bylaws about: 2 secretarial positions, past-president, terms, official yearly meeting minutes (for all: review and prepare proposal for next meeting): Dan, Mandy/Bianca, Stephanie PLANNED
p. **Action** Organize Drupal group, GDrive folder and Google mailing list for FORCE11 committees - Bianca/Mandy/ DONE FOR COMMS

Financial:

q. Need projections on when money is coming in **Action**: Dan, Violeta, John, Stephanie - inform Amye on projections on when money is coming in.

Working groups:

r. **Action** item: Tim will circulate a proposal on Joint Expert Group

Miscellaneous

r. **Action**: Discuss relation FORCE11 w/ UCSD: set up meeting w/ Dan, John, Paul, Stephanie, Maryann and take it from there

s. **Action**: GDPR: Paul to draft a statement/blogpost outlining how we use personal data and giving people an option to opt out (can reuse to include in applications, and mail out).

t. **Action**: WEBSITE: Paul to draft a short-term proposal and outline options/criteria/needs assessment for long term - Jennifer interested to contribute.

u.
Geographical distribution FORCE11 members (May 2018)
885 of 2538 members included country information in their profile

- 30.6% US & Canada
- 45.0% Western Europe
- 9.5% Asia
- 3.8% Africa
- 3.8% Latin America & Caribbean
- 3.7% Australia & New Zealand
- 3.7% Eastern Europe
- 3.7% Middle East