

# **Meeting: LLC Board**

Date: June 14, 2023

## **Attendees**

### **LLC Board:**

Maja Andjelkovic  
Mirjam Kühne  
Jason Livingood

### **Staff/Secretariat:**

Jay Daley  
Alexa Morris  
Laura Nugent  
Debbie Sasser  
Lee-Berkeley Shaw  
Robert Sparks  
Lisa Winkler  
Greg Wood

### **Observers/Guests:**

Divya Gadre  
Carol Shi

### **Scribe:**

Michelle Cotton

### **Regrets:**

Lars Eggert  
Sean Turner

### **Conflicts of Interest Declared:**

None

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## Part I: Open to the Public

### 1. Record e-vote results

One e-vote has been completed since the previous Board meeting.

a. The May 17, 2023 LLC Board Meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Mirjam Kuehne: YES  
Jason Livingood: ABSTAIN  
Sean Turner: YES

### 2. Review & approve prior month's financial statement

The January 2023, February 2023 and March 2023 financial statements have been circulated to the board by email and an e-vote will be initiated this week.

### 3. Update on the IETF's technical work

No update

### 4. Executive Director Report - Public

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## Public Executive Director Report

For the IETF Administration LLC Board meeting on 14 June 2023

This report is provided by the IETF Executive Director and is read through at the meeting as it is not available to observers. This report is public and there is no separate confidential report.

# 1. Strategic Matters

## Board Retreat

The ED has prepared a public briefing paper, and a confidential briefing paper (circulated privately).

# 2. Policies

## Antitrust

The ED has agreed to take on the editing for a period until the other authors have more time.

# 3. Finance

## Audit

Our new Director of Finance has been very active in working with the auditors and reviewing the details of their report. The auditors will present their findings at the board meeting.

## 2023 Financial Statements

The January and February FS have been re-circulated with multiple changes following a review by the Director of Finance, including some format changes. The March FS have also been circulated in the new format. The Board is asked to either approve these at this meeting or by later e-vote.

# 4. RFPs and contracts

## Infrastructure RFP

Work on this is progressing slowly as this is a complex RFP. The plan is to issue it before IETF 117.

## 5. Meetings

### IETF 117

The ramp up to IETF 117 is well underway. Registration rates are as forecast and room occupancy is slowly increasing. We have been assured by Hilton that the recent news article about the building owner giving up the building should not affect their operations or our meeting.

### Meeting Venue Assessment Reports

We have [issued](#) draft venue assessment reports for [Beijing](#), [Istanbul](#), [Kuala Lumpur](#) and [Shenzhen](#), seeking community feedback. This feedback is being recorded on a [public board](#).

### IETF 119 (March 2024)

We will provide a verbal update in the Board/Staff session on progress on booking this meeting.

## 6. Tools/RPC/RSWG/RSCE

### IETF Trust and GitHub Contributions to Wikis

There has been no further engagement by the IETF Trust with the community on this and so we will not be making any changes to the wiki change control process.

### Domain Name Transfers

We are well underway with a switch of DNS registrar for all of our domain names. We are moving them all to CloudFlare to give us better DNSSEC support and a better primary DNS service. We will continue to use Identity Digital (was Afilias) as our secondary DNS provider.

### Datatracker

The major project the DT team are currently working on is a catch-up upgrade of the core web framework, Django, which is expected to complete in the next couple of

weeks. This enables us to make some major changes to the data model needed to add a set of planned new features.

## 7. IESG/IAB/IRTF/Trust

### IETF Trust Restructuring

We are still to hear from the IETF Trust on how they propose to address our concerns with changes to their bylaws.

## 8. Communications/Outreach

### Featuring IETF technical work: Messaging Layer Security (MLS)

Working with technical and comms representatives from companies such as AWS/Wickr, Cisco, Matrix and Wire, we are leading an effort to highlight the unique security and scalability features of IETF's Messaging Layer Security ([MLS](#)) protocol, the core RFCs for which are expected to be published later this month. This is an opportunity to highlight the breadth of existing deployment, promote further use, and underscore the advantages of the IETF's open protocol development processes used for MLS. The campaign will include coordinated media outreach, blog posts, social media, and creation of other communication resources.

### Outreach update

The directorate responsible for coordinating IETF outreach has a new name: "Education & Outreach Directorate". The previous name included the word "mentoring", an activity which is now called "IETF Guides" and a straight substitution would have resulted in "ego directorate". The work of the directorate remains focused on coordinating and supporting outreach activities and is still led by Dhruv Dhody, Karen O'Donoghue, and Greg Wood.

## 9. Fundraising

### Preparing the pitch

In preparation for a new round of pitches to potential funders, starting at ICANN 77, we have extensively reworked the case for support and introduced a new sponsorship category of supporting an “Open Internet”, with the bulk of funds raised in this category going to the Endowment. It is hoped that we will have new collateral to present to the board at the meeting.

### Prospects

The Director of Development is following up with several prospects from the 116 Networking Reception and in the process of identifying new prospects for the 117 Networking Reception coming up in July in San Francisco. We are also courting several active prospects at the ICANN77 meeting this week in Washington, DC from the ccTLD and corporate community. We are also strategizing on an approach to a major foundation who may be in a position to offer operating support. We are in the final stages of researching a prospecting tool to help assist in these efforts.

## 10. Miscellaneous

### Document archives

IETF LLC Staff and Secretariat visited a long-held storage unit and ISOC offices on 8 & 9 June to understand in detail what IETF materials exist and what their disposition ought to be. The inventory lists printed meeting proceedings, contracts, financial statements and other documents, as well as backup tapes. The last recorded visit to the storage unit was in 2011. The bulk of the material will be donated to the Computer History Museum.

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## 5. Nomcom Liaison

The LLC Board has appointed Mirjam Kühne as the liaison to the NomCom. For more information about NomCom requirements, please see:

<https://github.com/ietf-llc/NomCom-Requirements>

## 6. Presentation of the Audit

The auditors presented a high-level overview of the audit for the calendar year 2023. The audit wrap-up letter describes the status of the audit and highlights any of the issues or findings that were noted. After the required presentation to the board, the audit is ready for finalization after board review.

## 7. AOB & Questions from Observers

None

## Part II: Board + Staff

### 1. IETF 119 contract update

Laura Nugent provided an update regarding IETF 119 meeting contracting.

### 2. Discuss additional venue assessment feedback

Feedback that was sent from people confidentially was discussed.

## Part III: Board + ED Only

### 1. Fundraising update

Fundraising was discussed.

## Part IV: Board Only

No topics were discussed