

Meeting: LLC Board

Date: December 13, 2023

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Mirjam Kühne
Jason Livingood
Sean Turner

Staff/Secretariat:

Jay Daley
Sandy Ginoza
Alexa Morris
Laura Nugent
Debbie Sasser
Robert Sparks
Greg Wood

Observers/Guests:

Donald Eastlake

Scribe:

Michelle Cotton

Conflicts of Interest Declared:

None.

Part I: Open to the Public

1. Record e-vote results

Two e-votes have been completed since the previous Board meeting.

a. The September 2023 Financial Statements were approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Mirjam Kühne: YES
Jason Livingood: YES
Sean Turner: YES

b. The November 22, 2023 LLC Board Meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Mirjam Kühne: YES
Jason Livingood: YES
Sean Turner: YES

2. Review & approve prior month's financial statement

October 2024 financial statements have been circulated and the e-vote will be initiated this week. The November 2024 financial statements should be circulated prior to the holiday closure.

3. Update on the IETF's technical work

Lars Eggert reported that everything is going well. There was an increase in discussion on the last IESG telechat as there are 10 working groups recharting. Some of this is due to the creation of the new area.

4. Executive Director Report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 13 December 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 confidential matters are in a separate report.

1. Strategic Matters

Experiences of Women in the IETF

The Secretariat and LLC staff have worked on a [public list](#) of recommendations and issues identified in the report and assigned the part of the IETF (LLC, IESG, Systems, etc) most suited to addressing each one. This is being shared with those groups for them to consider if they want to take responsibility for those recommendations and issues.

2. Policies

Nothing to report.

3. Finance

VAT

An update on our French VAT action was provided at the board meeting. The VAT firm has not responded to the legal action, which was very surprising and suggests it is likely that the court will rule in favor of the IETF.

For IETF 119 Brisbane we have been through the details with VAT consultants in Australia and they are applying for an exemption on our behalf.

Budget 2024

The consultation on the 2024 budget has [started](#). If there are any changes that come from this then a revised budget will be presented in January 2024.

4. RFPs and contracts

Nothing to report.

5. Meetings

Meeting venue consultation

There is still one outstanding issue to be addressed before the [blog post](#) on this can be posted.

IETF 118 Prague

The [post-meeting survey results](#) have now been posted. Key areas requiring improvement are side meetings, conflict avoidance and breakout seating. The experiment of working a full day Friday did not get a high satisfaction score but the farewell reception was very well received.

IETF 119 Brisbane

Registration will have opened by the time of the board meeting.

6. Tools/RPC/RSWG/RSCE

Major Datatracker Release

A major Datatracker release is due soon, incorporating several months of work. This makes RFCs and the RFC subseries (STDs and BCPs) into first class objects, allow them to be used by the new RPC-specific features that are under development, and allows it to act as the data store for a revamped [rfc-editor.org](#) website.

RSAB

As a reminder, the RSAB is the RFC Series Approval Board and it has two key functions. The first is to approve the publication of RSWG documents as RFCs. The second is to make a determination where there is disagreement or lack of clarity about the current RFC Series policy. The Executive Director is an ex-officio member of the RSAB.

The RSAB received a request from the RPC for a policy determination regarding highlighting of references in a to-be-published RFC. This is the first major test of the RSAB and, while there have been some disagreements within the group, a consensus decision has been reached and will be published in due course. The [RSAB mailing list](#) is public.

7. IESG/IAB/IRTF/Trust

Nothing to report.

8. Communications/Outreach

New IETF LLC Comms meeting

Modeled on the well-established [Tools Team](#) meetings, we are kicking off a regular meeting focused on comms work underway and planned by the IETF Administration LLC. The goals are to provide greater transparency for, get input on, and answer any questions about IETF LLC work in the comms area. Discussion is intended to cover items at a tactical-level, and to be complementary (rather than duplicative) of work surfaced and discussed as part of the Education and Outreach Directorate ([eodir](#)). This is not a formally chartered group and is open to any interested IETF participant. The first edition is scheduled for 1600 UTC on 13 December.

9. Fundraising

Nothing to report.

Jason asked if Jay had heard back from ISOC on the funding agreement, noting he had not. Jay had not either, so Jason agreed to send an email to ISOC to check on the status of the new agreement.

10. Miscellaneous

Nothing to report

5. AOB & Questions from Observers

None

Part II: Board + Staff

1. Confidential Executive Director Report

Jay updated the board on the abusive messages posted in the gender section of the meeting registration form. The Secretariat has updated the way the form works in the hope that it might reduce the likelihood of the individual entering abusive messages in the future. The Ombudsteam are also looking at the conduct of the individual under their typical responsibilities.

2. Plan dates for 2024 Retreat

The Board discussed a plan to hold a strategic planning retreat in the March - May timeframe after the new board members join. A location and exact date are TBD after the new board members are announced.

Part III: Board + ED Only

1. TBD

N/A

Part IV: Board Only

1. Review of ED Goals and Self-Assessment

The Board reviewed the ED's annual performance self-assessment and then discussed their own views on that performance. Constructive feedback areas were noted, which Jason will

communicate to the ED. A final incentive compensation percentage was also agreed, and Sean will communicate that and enter it into the payroll system as usual.