

Meeting: LLC Board

Date: February 8, 2023

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Sean Turner
Peter Van Roste

Staff/Secretariat:

Jay Daley
Alexa Morris
Lee-Berkeley Shaw
Robert Sparks
Lisa Winkler
Greg Wood

Observers/Guests:

Sandy Ginoza
Mirjam Kühne

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 2022 and October 2022 Financial Statements were approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Jason Livingood: YES
Sean Turner: YES
Peter Van Roste: YES

b. The January 11, 2023 LLC Board Meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: YES
Lars Eggert: YES
Jason Livingood: YES
Sean Turner: YES
Peter Van Roste: YES

2. Review & approve prior month's financial statement

No financial statement was ready for this meeting so review and approval will take place by email.

3. Update on the IETF's technical work

Lars Eggert reports that things are moving along. Work is ramping up leading up to Yokohama. In a week they will know of any agenda pressures. The opening and closing hours of the conference center are set and we will be trying to stay within those windows that were negotiated to save money. On the Nomcom side, all the confirmations have been done except for the IAB. This nomination requires ISOC Board approval which is expected in the next few weeks.

4. Executive Director Report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 8 February 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

ED Goals

My draft 2023 ED Goals are ready for your approval.

ISOC Compliance Report

The 2022 Compliance Report has been sent to ISOC. At the time of writing we have not had a response.

2. Policies

Antitrust

A revised I-D has now been posted and discussed on gendispatch. The response is almost entirely supportive. The only dissent is from an academic who does not consider that they could be subject to antitrust consideration, a position that the authors consider to be incorrect because universities have commercial interests and their employees can fall foul of antitrust laws even if they personally have no commercial element to their role.

The authors will now be asking the gendispatch chairs to dispatch this I-D.

3. Finance

IETF Trust Contribution From NRO

As a reminder, the Number Resource Organization (NRO) have offered \$25,000 to support the IETF Trust. As discussed with the Board, I have asked the accountants to create a Special Purpose Fund for "IETF Trust Support" and the invoice has been raised as a contribution to that fund. As per our funding agreement with ISOC, we are eligible for match funding for contributions to the Endowment and any Special Purpose Funds and so we expect this to receive match funding in 2024.

The IETF Trust have asked that this \$25k be paid to them in addition to their financial request for 2023. This is in addition to their 2023 financial request and 2023 budget.

Director of Finance

We are now out to advert for this role across a number of US based employment sites.

4. RFPs and contracts

RFI for Infrastructure Services

This will have gone out by the time of the board meeting. We anticipate a relatively short RFI period with the RFPs being issued some time in March.

5. Meetings

Fee Review

Work on this has started and a draft consultation should be available for the board to review in the next week.

Future Venues

We have completed and announced two venue bookings since the last board meeting:

- IETF 121 booked for Dublin, Ireland for November 2-8, 2024
- IETF 126 booked for Vienna, Austria for July 18-24, 2026

Work is still underway on IETF 119, 16-22 March 2024 (Asia Pacific) and IETF 124, 1-7 November 2025 (US/Canada). With those booked we are planned out as far as the end of 2025. In 2026 we have two venues already booked and just the March meeting to arrange.

Host Interops/Demos

In response to enquiries from meeting hosts, we have developed a policy on hosts holding interops/demos of IETF-related technology. This has been extensively discussed and reviewed with the IESG and we expect it to be finalised soon.

Remote Fee I-D

The shmoo working group has sent the [I-D on remote fees](#) to the IESG and from the discussion that has ensued, I have two major areas of concern with the text, both that set financial principles for the LLC, which I do not believe is appropriate for this document to do.. The first is with this text:

As long as the overall meeting expenses are covered by paid registrations, sponsorships and other sources of revenue, additional remote participants usually impose very low additional expenses.

My objection to this is that it sets this principle that the marginal cost of remote participation is very low, when it is a matter of a basic principle of accounting that the fixed costs of participation have to be spread equally across all participants who receive the same service, however this is paid for. This flows into all sorts of things. For example, when we report to the tax authorities on the amount of money that we "donate" to participants by providing fee waivers, we are obliged to include the full cost calculated this way. Similarly when we show how the money from those who sponsor us is used we need to account for it using this calculation.

The second is with this text:

As the principle defined in this document aims to promote openness and thereby enhance participation, an increase in use of free registrations is a success and likely a sign of increased interest and not necessarily a sign of misuse, as long as the number of paid registrations stays stable and retains the projected needed income.

This sets the principle that the number of paid registrations must stay stable, which again is inappropriate for this document. In both cases I don't think the document needs to stray into these areas to make its point.

With the level of IESG discussion and feedback around this document, it is unlikely to be passed and more likely to go back to the WG for further work, at which point I will push further on these points.

6. Tools/RPC/RSOC/RSE

Datatracker updates

Work is well underway on some key projects, including a major change to the I-D submission process to enable people to submit large I-Ds without waiting, supporting the adopting and balloting documents in the Editorial stream, and a replacement of the underlying database. The latter project continues to throw up surprises and is taking longer than expected, but the benefits are that we are identifying and fixing lots of issues that could have turned into major problems.

Moving DNS primary to Cloudflare

Work is underway to move primary DNS services from AMS to Cloudflare for all IETF managed domains. During this transition, we will be moving to the currently recommended algorithms for signing DNSSEC.

7. IESG/IAB/IRTF/Trust

IETF Trust Reorganisation

The lawyer to lawyer discussion was unsuccessful and so by the time of the board meeting I will have met with the chair of the IETF Trust to try and move this forward.

8. Communications/Outreach

IETF Community Survey

This survey has now closed and a basic [dashboard](#) of summary results published. Work has started on the full analysis and report, which is expected to take some weeks to produce.

9. Fundraising

Networking Event at IETF 116 Yokohama

The Director of Development is planning a networking event at IETF 116 Yokohama, conditional on IESG approval. Unlike the IETF 115 events, this will be managed and hosted by the LLC and focused on bringing in people who may be potential funders, introducing them to the IETF and getting across our key messaging on the importance of support for the Endowment and sponsorship. We will be reaching out to various members of the Leadership asking for them to support with prospect identification and meeting with people on the day.

Support Database (Salesforce)

This has now gone live and staff are being trained to use it. The data from the AMS ARO system that has been used for fundraising until now, has been migrated over.

The new database is integrated into the meeting registration system as donations can be made through that system.

We are adding a new donation system to www.ietf.org called FundRaiseUp that integrates with Salesforce. This is designed to increase the level of donations received through a web channel.

We are exploring the use of a prospect research add-on to assist with identifying prospects.

Prospect List

I am now meeting regularly with the Director of Development to triage and prioritise the prospect list. A list of prospects currently under cultivation and/or solicitation will

be circulated to the board in advance of this meeting, and your input is welcomed and encouraged. I will be reaching out to some board members to see if they can assist with this on a periodic basis.

Collateral

Work is underway to produce high quality collateral that can be distributed as part of our conversations with prospective donors. This is intended to set out clearly the case for the Endowment including the importance of the IETF, why this matters and who else is supporting us.

ICANN 76 Cancun

The Director of Development will be attending ICANN 76 Cancun to follow up with a number of prospective donors previously approached, as well as newly identified prospects who are attending.

10. Miscellaneous

Nothing to report.

5. AOB & Questions from Observers

None

Part II: Board + Staff

1. Onboarding Mirjam Kühne

All of the onboarding materials are currently being updated. Mirjam will be officially onboarded as part of the 8 March 2023 LLC Board meeting.

2. Retreat Dates for June 2023

Looking to schedule a retreat for the LLC Board in June 2023 prior to the ICANN meeting.

Part III: Board + ED Only

1. Update on Technical Issues

Jay shared legal advice on a technical issue from external counsel with the Board and presented a plan to address the issue.

Part IV: Board Only

1. IETF 116 Yokohama

The Board discussed the LLC networking event planned for Yokohama.