# **Meeting:** LLC Board

Date: January 17, 2024

## Attendees

### LLC Board:

Lars Eggert
Mirjam Kühne
Jason Livingood
Sean Turner

Regrets: Maja Andjelkovic

### Staff/Secretariat:

Sean Croghan
Jay Daley
Sandy Ginoza
Alexa Morris
Laura Nugent
Debbie Sasser
Lisa Winkler
Greg Wood

### Observers/Guests:

Abdussalam Baryun
Nitsan Dolev
Avri Doria
Shauna Turner

### Scribe:

Michelle Cotton

## Conflicts of Interest Declared:

None.

# Part I: Open to the Public

## 1. Record e-vote results

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

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

    Maja Andjelkovic: NO VOTE
    Lars Eggert: YES
    Mirjam Kühne: YES
    Jason Livingood: YES
    Sean Turner: YES

 b. The e-vote to authorize signing the funding agreement with ISOC was approved with the board e-voting as follows:

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

 c. The Strategic Plan (draft 3) was approved with the board e-voting as follows:

    Maja Andjelkovic: YES
    Lars Eggert: YES
    Mirjam Kühne: YES
    Jason Livingood: YES
    Sean Turner: NO VOTE

 d. The December 13, 2023 LLC Board Meeting minutes were approved with the board e-voting as follows:

    Maja Andjelkovic: YES
    Lars Eggert: YES
    Mirjam Kühne: NO VOTE
    Jason Livingood: YES
    Sean Turner: YES

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

The e-vote for November 2023 Financials will be sent to the board this week.  The December 2023 financials are being synchronized with audit and should be circulated to the board next month.

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

Lars Eggert reports that everything is currently going as normal.  Everyone is getting back to things coming out of the holiday season and ramping up for Brisbane.  In the IESG we announced that we have created the WIT (Web and Internet Transport) area which is merging most of the old Transport area with the HTTP part from the ART area.   From the IESG perspective we are ready for the change.  The tools team is working to execute the change on their end.  The critical part is making sure the changes are done prior to working on the agenda for IETF 119.  The community may see some changes with mailing list names.  The new leadership is now known and they have started discussions with their predecessors to prepare for the start of their terms.

## 4. Executive Director Report - Public

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# Public Executive Director Report

For the IETF Administration LLC Board meeting on 17 January 2024

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

## Strategic plan

This has now been [posted](posted).

## Risk policy and register

Work is almost complete on a proposed Risk Management Policy and Risk Register. The policy is sufficiently complete for feedback but the register still needs more work.

# 2.    Policies

## Antitrust

With lead IETF counsel on extended leave, work on this I-D has slowed but it is hoped that it will pick up over the next few months.  There are still two points under discussion, one is around "market data" and the other is around "group negotiations".

# 3.    Finance

## VAT

A hearing on our French VAT action is scheduled for 31 January 2024.

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.

We have begun the process of applying for a PST registration for Vancouver.

## Budget 2024

The consultation on the 2024 budget has completed and there are no changes to present.  The board is asked to **approve** the final budget for publication.

***Action: The LLC Board approved the final 2024 budget by roll-call vote.***

> *Lars Eggert: YES*
> *Mirjam Kühne: YES*
> *Jason Livingood: YES*
> *Sean Turner: YES*
>
> *Note: Maja Andjelkovic was not present at this meeting*

## Audit

The audit is continuing with no issues to report.

# 4.     RFPs and contracts

## RPC and Secretariat contracts

Our two main contracts, for the RPC and the Secretariat, expired at the end of 2023 and have both been renewed, the RPC contract for one year and the Secretariat contract for two years.  Both contracts have now reached the maximum number of renewals normally agreed to without a re-tender.

# 5.     Meetings

## Meeting venue consultation

The blog post has been [published](#).  Background information is being collated for a request to the IESG for them to consider the viability of a meeting in China.

## IETF 119 Brisbane

Registration has opened.  Current registration numbers will be provided at the board meeting.

# 6.     Tools/RPC/RSWG/RSCE

## New developer

Our new Senior Developer, Sangho Na, has signed up and will be starting in mid-February.  Sangho is based in NZ and employed via our PEO.

## Infrastructure migration

Our infrastructure migration project is well underway but this project has had a difficult start and is taking more developer time and effort than expected both for our contractor and our staff, which in turn is having a knock on effect on

development projects.  This is due to a combination of factors including some underestimation by the contractor and some skills gaps.  We are closely monitoring the situation and the likely impact on our target deadline of 31 March 2024.

The linked email migration project is also well underway and so far going well.

# 7.    IESG/IAB/IRTF/Trust

## Incoming ADs and IETF Chair

The IETF Chair-designate has been invited to join various calls in order to ease the transition.

We are going to take a more structured approach to IESG induction this year, with specific presentations being developed for various key areas of IESG interaction.

# 8.    Communications/Outreach

## Community survey

The annual community survey is well underway and is due to close on 22 January 2024.  At the time of writing, there were 1369 responses with a target of 2000.  Last year there were various interruptions and I was not able to conduct a full analysis of the results, but this year I intend to produce a detailed report.

## Protocol badges

We occasionally support the introduction of a new IETF technology by commissioning the design of a badge that implementers and other supporters are free to use.  There is now a growing [collection of these badges](#) and we are in discussions with WG chairs on the design of a few more.

## Website updates

We have two key strands of work underway on the website:

- The content is being reviewed and revised with a view to ensuring the content is up to date, simplifying the explanations, reducing duplication, reducing the number of clicks, and improving the quality of the content.  A number of new

pages have recently been [published](#), some using the now deprecated Tao of the IETF as the source of the content for the [page](#).

- Our current website is quite restrictive in how menus and pages are organised, which makes our navigation more complex than necessary. The navigation is being reviewed and new features added to the website to enable a complete overhaul of navigation.

## IETF LLC Comms meeting

The first IETF LLC comms meeting held on 13 December was well-received and [generated good discussion and questions](#) about various activities. These meetings are now listed on the [upcoming IETF meeting calendar](#) and plan is to hold these meetings monthly. The next meeting is scheduled for [17 January 2023 at 1400 UTC](#).

# 9.　Fundraising

## Recent donations

We've had four IETF participants make donations of stock or cash from their family charitable funds since IETF 118. These indicate a growing culture of giving and we are going to try to develop this further with targeted messaging at IETF 119.

## Cryptocurrency donations

We have been asked if we can receive a cryptocurrency donation and so we are in the process of understanding what is involved. As these are generally unregulated, Goldman Sachs cannot receive them on our behalf, and so we are looking at alternative providers used by many other charities.

# 10.　Miscellaneous

Nothing to report

## 5. Discuss March Finances Presentation

Jason Livingood discussed the plan to present about the long-term financial trends of the LLC since it was formed and to explain how the public support test works. This will be presented at the IETF 119 plenary. Work items were assigned to several people.

## 6. AOB & Questions from Observers

None

# Part II: Board + Staff

## 1. AOB

No topics were discussed.

# Part III: Board + ED Only

## 1. Discuss Possibles Dates/Locations for Planning Retreat

The board agreed to aim for April or May for a retreat. Michelle will send a poll for availability and location. Lars mentioned the IESG and IAB are having a May retreat but did not yet know the location or data - but suggested we consider connecting the retreats.

# Part IV: Board Only

## 1. AOB

No topics were discussed.