

## **IETF LLC Face to Face Meeting**

**Dates:** 29-30 January 2020

### **Wednesday, 29 January 2020**

*Time (EST) Item*

13:30 - 13:40 Welcome **[PUBLIC]**

- Agenda review
- Key objectives / output resulting from this meeting
- Conflict of Interest declarations

13:40 - 14:10 Quick 2019 retrospective **[PUBLIC]**

- What worked well?
- What do we want to do better or differently?

14:10 - 15:00 Part 1: Strategic Planning: Where are we going & how will we adapt to & fund it?

- How costs in the hospitality industry are changing
- Cost drivers
- Finances
- Fundraising
- Funding Types

15:00 - 15:15 Break

15:15 - 16:45 Part 2: Fundraising, Sponsorship, Endowment: Objectives & Strategy Formation

16:45 - 17:00 Break

17:00 - 17:30 ISOC funding - 2021 and beyond

17:30 - 17:35 Agenda for tomorrow

### **Thursday, 30 January 2020**

9:00 - 9:10 Welcome

- Agenda review
- Key objectives / output resulting from this meeting
- Conflict of Interest declarations

9:10 - 10:30 Wrap up strategy discussion

- Review & revise from yesterday
- Finalize plan & assign action items

10:30 - 10:45 Break

10:45 - 12:15 Return to SWOT/PEST

- Discuss how to share this info
- What major Weaknesses, Threats, or PEST issues need attention & potential mitigation?
- Develop plan & next steps before March 2020 IETF meeting

12:15 - 13:00 Lunch break / informal discussion

13:00 - 13:30 Open policy & compliance items

- Do we need something more on anti-trust?
- Discuss implementation of policies, compliance, auditing
- Any other open legal needs or issues relating to bootstrapping the LLC or otherwise?

13:30 - 14:30 Any other business

14:10 - 14:30 Wrap up

- Decisions made
- Decisions still needed / open & timeframe for making them
- Review of action items & ownership for each
- Retrospective

14:30 Meeting adjourned