Meeting: LLC Board

Date: August 14, 2024

Attendees

LLC Board:

Roman Danyliw
Jason Livingood
Mirjam Kühne
Sean Turner
Shauna Turner

Staff/Secretariat:

Sean Croghan
Jay Daley
Sandy Ginoza
Laura Nugent
Debbie Sasser
Robert Sparks
Lisa Winkler

Observers/Guests:

Brad Biddle
Chris Box
Sofia Celi
Pete Resnick

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 July 10, 2024 LLC Board Meeting minutes were approved with the board e-voting as follows:

> Roman Danyliw: YES
> Mirjam Kühne: YES
> Jason Livingood: YES
> Sean Turner: YES
> Shauna Turner: YES

 b. The May 2024 Financial Statements were approved with the board e-voting as follows:

> Roman Danyliw: YES
> Mirjam Kühne: YES
> Jason Livingood: YES
> Sean Turner: Did not vote
> Shauna Turner: YES

2. Review & approve prior month's financial statement

Debbie Sasser reported the June 2024 financial statements were circulated and are ready for e-vote. July 2024 financial statements will be sent out soon. Michelle Cotton will start an e-vote for the board for June 2024 financial statements.

3. Update on the IETF's technical work

Roman Danyliw reports there is significant follow-up from the Vancouver IETF meeting. There were 4 BoFs convened and are in various states of maturity and next steps. The IESG, based on community input, has spearheaded a discussion about what moderation improvements should look like. The IAB is having a discussion about the direction of the Independent Submissions Editor (ISE). Results of the survey regarding IETF 125 are currently being reviewed by the IESG. The IESG is still on track to deliver an answer to the board by early September 2024.

4. IASA2 Retrospective discussion

Jason Livingood went through the draft IASA2 Retrospective report. The LLC Board is aiming to get a report out for community feedback for most of September. This report is focused on a few areas. The board should review and provide input within the next week. The timeline and feedback mechanisms were reviewed. Highlighted topics in the report include Sponsorships

and Donations to the IETF LLC, IETF Meeting Revenunes, and Technical tools. Additional Gaps including the RPC, ISE, IETF Trust and IETF Secretariat are also discussed.

5. Discussion of ongoing COVID mitigation practices

Will be discussed during the Executive Director Report and Board/ED only.

6. Executive Director Report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 14 August 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

Nothing to report.

2.   Policies

Antitrust I-D

The [antitrust I-D](#) was considered by the IESG during their 8 August 2024 telechat. It had enough positions to pass and so is now awaiting the formal outcome of that meeting.

Venue requirements I-D

A hopefully final version has been posted and will be referred to the AD for processing.

Note Well

The WG Chairs have raised a number of concerns with how the Note Well is presented in WG sessions and in particular if it is being presented consistently by WG Chairs and in compliance with legal best practice. This discussion is ongoing.

3. Finance

Budget 2025

Work has now begun on the budget for 2025.

4. RFPs and contracts

Nothing to report.

5. Meetings

IETF 120 Vancouver

The final registration stats as of 26 July were:

Onsite:	832
Remote:	705
Overall Total Registrants:	1,537
Hackathon	
Onsite:	349
Remote:	77
Total:	426
Fee Waiver	
Issued:	293
Used:	279
Donations Total:	$27,002.00
OFAC List:	9

The registration income was approximately $150,000 below budget but it will be some months before the full meeting budget is ready.

In general the meeting went very well, with the notable exception of the large number of participants who were unable to get visas to attend, approximately 60.

COVID and Infection Control

Following our [consultation](#) in April 2023, we have been dialing down the COVID management activity at IETF meetings as part of a gradual return to normal. We continue to provide free COVID tests and masks, and will do so for the foreseeable future, but we no longer require any specific actions or ask for formal infection reporting.

IETF 120 coincided with a modest but detectable global surge in COVID both in [Canada](#) and globally and there were a few reports of infections developing during the meeting and a larger set of reports of post-meeting infection. In addition there were reports of other non-COVID infections during or after IETF 120.

This is a complex area with multiple overlapping factors - the low incidence of masking, the infection threat from traveling per se as well as in the IETF meeting, the reduced natural immunity of the population to other infectious diseases following the COVID lockdown, and the heightened awareness of airborne infections and how they are spread.

I propose to address this with a set of guidance that focuses more broadly on controlling infectious disease rather than narrowly on COVID. This will set a clear expectation that anyone who is visibly infectious (coughing, sneezing, etc) is expected to wear a mask or participate remotely. Staff will remind anyone who is visibly infectious of this policy but to go any further and ask someone to leave the venue if they refuse will require community assent through consultation.

As part of these guidelines we will emphasize that if someone needs help then they should contact us and we will support them.

I do not propose to reintroduce reporting guidance as it is clear that most people will not report and we will therefore get poor quality data.

6.   Tools/RPC/RSWG/RSCE

Infrastructure migration including mail migration

Plans are in place for the final migration to take place before the end of August and the old and interim contracts to cease at that point. Once the migration is complete, the final costs will be presented to the board.

I am working through options for a community review of the new infrastructure to ensure it meets with community expectations.

7. IESG/IAB/IRTF/Trust

IESG assessment of feasibility of a meeting in China

The survey has now finished and the anonymised and cleaned data is with the IETF Chair to analyze.

8. Communications/Outreach

Nothing to report.

9. Fundraising

IETF 120 activities

These will be provided verbally during the Board + Senior Staff section.

10. Miscellaneous

Nothing to report.

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7. AOB & Questions from Observers

Chris Box noted that Jay Daley's proposal for COVID/infectious disease practices sounded sensible.

Part II: Board + Staff

1. AOB

None

Part III: Board + ED Only (plus Ombudsteam & counsel)

1. Ombudsman and legal discussion

Confidential legal issues were discussed.

2. Continued discussion of COVID mitigation practices

The board discussed what posture to take concerning COVID in future meetings.

3. Fundraising update

Jay provided a confidential update on fundraising.

4. RPC Update

Jay provided a confidential update.

5. AOB

None

Part IV: Board Only

1. Finance/Treasurer succession progress

Progress on the succession process was discussed.

2. NomCom Update

Shauna related questions from the NomCom for Board response.

3. AOB

None