

**Meeting:** LLC Interim Board

**Date:** September 20, 2018, 1600 UTC

**LLC Interim Board:**

Gonzalo Camarillo

Alissa Cooper

Glenn Deen, Chair

Ted Hardie

**Guests:**

Brad Biddle

Vigdis Bronder

Katie Burns

Alexa Morris

**Scribe:**

Liz Flynn

**1. Meeting Procedures**

**a. Plan for approving and posting minutes:** Minutes will be sent to the list for comments/edits, and then the minutes from the previous meeting will be approved at the beginning of the next meeting. After approval, minutes will be posted on the website within 24 hours by Liz.

- With no objections, the September 10, 2018 minutes were approved and will be posted.

**b. Transparency plan: Process and owners for communicating board meeting details**

The Secretariat sends emails with agenda and call-in details for each IESG meeting. Since we are going to be meeting so frequently for now, and with frequently changing agendas, instead of announcing each meeting by email we will publish details on the website.

**c. Reconfirm meeting time slot**

The current time slot for board meetings won't work for most of October. The next few meetings will be:

Week of September 24: TBD

Thursday October 4: 1600 UTC

After October 4: TBD

**d. Executive sessions – Board guidance for topics that should be referred to exec sessions?**

Glenn will help Katie/Liz/etc decide on a case-by-case basis.

## **2. Accounting Procedures**

Draft accounting policies and procedures have been prepared as a starting point. We are in the process of opening accounts with Wells Fargo; one operational account to pay out vendors, and a money market account where most of the funds available for operations will sit. An investment account is also recommended; an investment policy has not been determined yet. The board will come back to discuss investment policy later.

Ted Hardie will be named as a third signer on the accounts, in the event that a third signer is needed.

## **3. Insurance**

Because IETF meets the insurance definition of a subsidiary of ISOC, it's currently covered under ISOC's policies. The interim board can decide to continue being covered by ISOC or get independent coverage that's more specifically geared toward the IETF's activities; or, they may defer that decision until the full board is in place. The Board decided to keep thinking about this and revisit on a future call.

## **4. Policy Question – Platinum ISOC Members' Ability to Direct Funding to IETF Project(s)**

Under ISOC's current membership program, platinum ISOC members have the option to direct a certain portion of their membership fee to projects of their choosing, which has included IETF projects. If this is going to change, it may have budget implications.

The board's understanding is that this policy will continue in 2019, so the budget won't be impacted.

## **5. Discuss Plan for Board F2F**

There is limited time during the IETF meeting week to meet, so the board discussed the possibility of gathering for a face to face meeting after IETF 103 in early December.

## **6. Proposed Messaging: Transition of Legal Committee**

The IAOC Legal Committee will need to be transitioned into a new relationship with the LLC. Brad and Glenn will schedule a call with John Levine, IAOC Legal Committee Chair, to discuss possibilities.

Glenn adjourned the meeting at 17:30 UTC.