

Meeting: LLC Strategic Planning Retreat Day 1

Date: April 20, 2022

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Jason Livingood
Sean Turner
Peter Van Roste

Staff/Secretariat:

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

Observers/Guests:

David Millman

Scribe:

Liz Flynn

Conflicts of Interest Declared:

None.

1. Discuss Fundraising Strategy & Activities for Next Three Years [Public]

Lee-Berkeley Shaw gave a summary of what work has been done on fundraising since she was hired. She spent a long time getting to know the community, understanding the key individuals and relationships at play, and preparing foundational work. Currently she is exploring interest in the endowment and thinking about strategies to widen interest in both meeting sponsorships and the endowment. She will also write up some introductory text that board members can share with new contacts to help facilitate introductions. Further in the future we will look at building relationships with foundations who could be sources of grant funding, although those processes are slow and it will take time.

2. Administrative and Technical Debt

Jay has spoken with the accountants, who will be introducing some new safeguards to review materials sent to the board. The auditors will recommend retaining someone to look at the IETF's accounts on an annual basis as an extra checkpoint. Because ISOC is already familiar with the IETF's accounts, Jay will begin discussions with ISOC to see if their CFO would be willing to do it, and also look at the possibility of hiring an independent accountant to do the review.

Jay reported that the core applications used by the IETF are in a reasonably good state. There has been lots of community engagement in the various recent updates to the Datatracker, Meetecho, and others. More work is needed concerning the infrastructure; Jay is working on a plan for infrastructure management going forward. In a few months the planning work is expected to be completed and he will discuss implementation needs. Additionally, the toolchain used by the RPC needs significant overhauling and will take time to complete.

Jay identified the priority order of these projects as follows:

First priority: The tools and applications where the day-to-day work happens (mailing lists, Datatracker, etc) are stable, functional, and quick, and the infrastructure well supports them.

Second priority: The RPC's internal toolchain is very old and must modernize and adapt.

Third priority: Author tools (XML, Markdown, etc) need improving; this doesn't have to be done soon and can wait until after the new RFC Editor model has been in place.

Jason noted that when looking at bringing in new participants, a regular pain point is that it's difficult to learn how to write an RFC with the array of confusing tools we use. Although the longtime participants who have developed their own toolsets don't need it, lowering the barrier

to entry for newcomers is important, especially to increase diversity and inclusion in the IETF. The board agreed that this problem is important and was identified during the IASA2 process, by the design team and by the three-year IASA2 retrospective. Jay will devote some more resources to developing solutions.

3. Closed Board, Staff, Secretariat discussion

The Board meetings will be moved to the third Wednesday of each month at 10:00 AM Pacific time; calendars and the website have been updated with the new meeting information.

Meeting: LLC Strategic Planning Retreat Day 2

Date: April 25, 2022

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Jason Livingood
Sean Turner
Peter Van Roste

Staff/Secretariat:

Jay Daley
Stephanie McCammon
Alexa Morris
Laura Nugent
Lee-Berkeley Shaw
Lisa Winkler
Greg Wood

Observers/Guests:

Samantha Dickinson
Mirja Kuehlewind

Scribe:

Liz Flynn

Conflicts of Interest Declared:

None.

1. Long-Term Standards & Internet Governance

Samantha Dickinson from Lingua Synaptica gave a presentation on Internet governance, geopolitical politics, and Internet standards development. She gave geopolitical context to the global community's approach to Internet standards and outlined some potential effects on the IETF and other SDOs.

2. Improving Diversity & Inclusion

Statistics from IETF 113 have not been completed but Jay added a question about gender to the post-meeting survey, which is new for 113. Alexa Morris reported that the Systems group has a new co-chair who is very enthusiastic, and that group is gathering steam to do more activities and encourage more women to participate in the IETF. Staff and Secretariat have some ideas to advertise the Systems program more; for example if you register for a meeting and indicate your gender as female, you will be directed to an info page about the Systems.

Improving newcomer retention continues to be an issue. The newcomers' feedback session at IETF 113 indicated that newcomers who arrive with colleagues or friends are much more likely to remain than individuals who don't. Staff and Secretariat are exploring many options for ways to improve the newcomer introduction experience at meetings and help people make those connections.

Offering childcare at IETF 114 will also be an effort aimed at facilitating participation from people who otherwise may not be able to attend due to childcare resources. Maja noted that some people may not feel comfortable using the group childcare setup and we may also want to offer grants so that people can bring relatives or nannies at little or no expense.

3. Future of Meetings in 2-5 Year Horizon

Lars Eggert reported that SHMOO has quieted down now that in-person (now hybrid) meetings are returning. Energy in SHMOO seems to be declining and there is not much push to write documents. In addition, the IETF community does not appear to have consensus to change (reduce) the cadence of in-person meetings. As a result, the status quo of 3 meetings per year and in a hybrid format is expected for the next several years.

Alexa Morris noted that among AMS's other clients, people mostly seem to be eager to return to pre-Covid meeting cadences and return to some type of normal. People are overall excited to be in person and have missed hallway conversations of in-person meetings.

It was also agreed that we expect COVID to continue to be a confounding factor in planning and holding meetings. There is an expected cycle of COVID infection and localized restrictions/outbreaks that may affect meetings but this is nearly impossible to plan for or fully mitigate; we should expect the unexpected. This will also make the confidence level in our projected costs and revenues for each meeting lower than pre-COVID.

The best path seems to be continuing with venue contracting, seeking lower commitments on attendee numbers due to hybrid participation, offering on-site health-related support as needed, and managing risks and costs as best we can. If the community develops consensus to change meeting frequency or the nature of meetings, we will of course adapt our approach to support that.

4. Closed Board, Staff, Secretariat discussion

The venue for IETF 116 was discussed and contracting is well underway. The venue location will be announced as soon as the contract is signed.