

# Meeting: LLC Board

Date: November 18, 2021

## Attendees

### LLC Board:

Maja Andjelkovic  
Lars Eggert  
Jason Livingood  
Sean Turner  
Peter Van Roste

### Staff/Secretariat:

Jay Daley  
Laura Nugent  
Lee-Berkeley Shaw  
Lisa Winkler  
Greg Wood

### Observers/Guests:

Brad Biddle (Counsel)  
Glenn Deen (IETF Trust Chair)  
Sandy Ginoza  
Warren Kumari  
Robert Sparks

### Scribe:

Liz Flynn

### Conflicts of Interest Declared:

None.

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# 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 board meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Jason Livingood: YES  
Sean Turner: YES  
Peter Van Roste: YES

b. The 2022 Draft Budget was approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Jason Livingood: YES  
Sean Turner: YES  
Peter Van Roste: YES

c. The IASA2 Retrospective Report was approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Jason Livingood: YES  
Sean Turner: YES  
Peter Van Roste: YES

a. The proposed IETF 113 location was approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Jason Livingood: YES  
Sean Turner: YES  
Peter Van Roste: YES

## 2. Financial statements

The September financial statement is ready for board review and after the meeting will be circulated for approval via e-vote.

## 3. Update on IETF Technical Work

Lars Eggert reported that IETF 112 went well and work progressed. There weren't any very controversial things but one individual draft in the Internet area has made a splash on social media. The proposal is to make the 127/8 IPv4 address space available to be routed on the Internet. Many people thought it was not a good idea. People on Twitter found the draft and are reacting negatively thinking that IETF is pushing this idea because they don't understand that anybody can submit a draft. This idea is not likely to get traction.

## 4. Note on sabbatical for legal counsel

Brad Biddle, IETF counsel, will be taking a sabbatical from January 17 - April 17, 2022 and he has arranged several people to cover his work for the IETF while he is away.

## 5. Two operational issues

Recently there have been a few cases of broken links on ietf.org. There are automated link checkers in place and any broken link is fixed quickly when identified, but staff/secretariat are still investigating how some of these URL redirects and broken links are malfunctioning in the first place. Additionally, staff/secretariat will ensure that the complete process is followed to maintain an updated [Announcements](#) page.

## 6. Executive Director report - Public

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# Public Executive Director Report

For the IETF Administration LLC Board meeting on 18 November 2021

This report is provided by the IETF Executive Director and is taken as read at the meeting allowing more time for questions or follow ups. This report is public and there is no separate confidential report.

# 1. Strategic Matters

Nothing to report.

## 2. Policies

### Antitrust

A [new version of the draft](#) was agreed and published just before IETF 112 for discussion in gendispatch. There were a number of views from participants:

- Some thought that a detailed set of guidelines is excessive, preferring instead something much shorter such as the [W3C guidance](#). This seems a viable outcome of the process.
- Some questioned the need for any guidelines at all and recommended that an LLC-specific policy be produced that aimed to protect the LLC without providing guidance to participants. This seems impractical as the only risk to the LLC is the behaviour of participants and therefore the risk cannot be mitigated without addressing that behaviour.

The outcome of gendispatch was a request for counsel to recommend the options and the need or otherwise for them. I will be working with counsel on this.

## 3. Finance

### Budget

There have been two comments supporting the draft 2022 budget and no other feedback. The comment period closes on 29 November.

### Endowment

We will be distributing information about the IETF Endowment, and soliciting previous IETF donors for a gift to the Endowment, as part of an end-of-year fundraising effort. A reminder about the IETF Endowment and the matching opportunity will be distributed on IETF-Announce the week of December 6th, followed by 3-4 social media posts in the month of December. An email request for support will go to all previous individual donors for whom we have current contact information during the same week. We will be tracking the

response to this outreach campaign in both dollars donated and in responses shared publicly or directly with staff or board and will report back in the new year.

## **4. RFPs and contracts**

### **Open source DBA Services RFP**

We had a large number of questions asked and a [Q&A](#) issued in response. Bids are due by the end of this week. A good number of bids are expected.

### **Brand Values RFP**

A preferred bidder has been selected and at the time of this report we are working to finalize a contract, with signing expected ahead of the board meeting.

## **5. Meetings**

### **IETF 113**

Contract negotiations are underway for a European venue with a view to completing them by 17 December 2021. This is being planned as a hybrid meeting, with a smaller number of in-person attendees and more participants online than for a pre-COVID meeting. As soon as the venue is selected, registration will be opened.

## **6. Tools/RPC/RSOC/RSE**

### **Datatracker performance**

The Tools Team PM convened a codesprint to work on Datatracker performance and a number of performance issues were addressed. Work continues.

## Migration from tools.ietf.org

The transition is now projected to be complete the end of the year. The [transition plan](#) is now public.

## 7. IESG/IAB/IRTF/Trust

### Follow up to IESG/IAB/LLC workshop

I have met with the IETF Chair and agreed to write up several next steps from the workshop, which I aim to do after IETF 112.

## 8. Communications/Outreach/Engagement

### WG Chairs training

The scheduled course of 8 classes (4 topics of 2 classes each) has been completed, with 40 total participants and an overall Net Promoter Score of +50 (generally considered “excellent”). A final report will be produced, and discussed with the IESG to consider future possible training.

## 9. Miscellaneous

Nothing to report.

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## 7. AOB

No questions or comments from observers.

## Part II: Board + Staff

### 1. IETF 113 venue discussion

Laura Nugent is in the process of contracting with the venue for IETF 113. She doesn't anticipate a huge amount of difficulty to agree on specific contract terms, but the process will take a little more time. Jay has an outlined plan for COVID mitigation and is working on some followup documentation after the joint IESG/IAB/LLC retreat to discuss these issues. There are a lot of unknowns but we are optimistic that the COVID situation may improve sufficiently for some portion of attendees to meet in person. As soon as the venue contract is signed, registration will open.

## Part III: Board + ED Only

1. [With Counsel & IETF Trust Chair] Participants discussed a current legal issue related to document publishing rights. A letter from counsel has already been issued. Options for additional steps were also discussed.

2. The LLC board discussed a paper from the Executive Director regarding the future of our IT infrastructure and the upcoming expiry/renewal of the IT services contract with AMS. The board agreed that the outsourced IT infrastructure and associated management practices require significant modernisation, and that this modernisation should be complete by the time of the next contract expiry/renewal at the end of 2023. The board further agreed that these improvements should be documented in a new strategy for our IT infrastructure developed through a community process and that the community should have an ongoing role in determining this strategy. The board approved a two-year renewal of the contract for Secretariat and IT Services on this basis.

## Part IV: Board Only

1. Discussed the timeline and process for end of year performance assessment of the ED. The same process will be used as last year - the ED fills in a spreadsheet of their goals and then performs a self-assessment by the end of December 2021. The Board then takes the self-assessment into account and agrees on an assessment and bonus compensation for the ED by the end of January 2022. The Board Chair then delivers the annual review and the Treasurer works with the payroll processor to make the annual bonus payment, which typically occurs before the end of March.