Meeting: LLC Board

Date: August 12, 2021

Attendees

LLC Board:

Lars Eggert
Jason Livingood
Sean Turner
Peter Van Roste

Staff/Secretariat:

Sean Croghan
Jay Daley
Sandy Ginoza
Alexa Morris
Laura Nugent
Lee-Berkeley Shaw
Robert Sparks
Greg Wood

Counsel:

Brad Biddle

Observers/Guests:

Michelle Cotton
Joel Halpern
David Millman
Warren Kumari

Scribe:

Liz Flynn

Conflicts of Interest Declared:

None.

Part I: Open to the Public

1. Record e-vote results

Four e-votes have been completed since the previous Board meeting.

a. The July board meeting minutes were approved with the board e-voting as follows:

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

b. The April and May 2021 financial statements 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

c. Contracting with the chosen venue for IETF 115 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

d. Contracting with the chosen venue for IETF 123 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. Review & approve financial statements

Sean and Jay have recently received the June statement and are reviewing it now. It will be circulated to the board soon.

3. Update on technical work - Lars

There is a crypto related document taking a lot longer than expected to get through the IESG for a couple of reasons but so far the situation is manageable within the IESG. We got some liaison statements from ITU-T and the IAB is discussing how to respond. SHMOO has been discussing hybrid meeting related topics.

4. Review status of NomCom consultation

The NomCom has been reviewing the desired expertise from the Board. As part of the IASA2 retrospective there have been some suggestions to share the Board member desired expertise more broadly in the community, and also to clarify that the desired skills/experience are listed in a particular order. The NomCom consultation is open until 15 August 2021 - see https://github.com/ietf-llc/NomCom-Requirements for details.

5. Discuss next steps on antitrust

Legal counsel participated in the discussion. There has been some concern in the community that what we currently have for antitrust is insufficient. The current plan is for Joel Halpern to write an Internet-Draft with more detailed guidelines, which will be AD-sponsored by Lars and run through the Gen-dispatch working group for community consideration and further development. This will eventually result in a BCP which can be referred to in the Note Well and on other documents.

6. Discuss IASA2 retrospective feedback on the IETF Trust

Legal counsel participated in the discussion. Part of the IASA2 retrospective highlighted some issues relating to the IETF Trust, for example the personal liability risk carried by Trustees, inability to procure additional liability insurance for Trustees, and some jurisdictions still showing marks registered to individuals that are no longer on the Trust. Feedback from the IETF community received this far during the IASA2 retrospective suggests that the Trust should take the sole lead on a community consultation process about a path forward.

7. Present first draft of COVID-impacted meeting financials proposal

Jay is developing a proposal looking at several ways to alter the meeting budget for hybrid meetings. The current IETF meeting model does not scale down neatly with lower attendance as a result of a number of fixed costs and the way that venue contracts are currently structured with minimums for rooms and food expenditures. Some of the options include things like changing venues and reducing hotel food purchases.

It seems that the projected location for IETF-113 in Bangkok may be difficult based on current COVID-19 data and expected willingness to travel of IETF participants. As a result it seems possible that IETF-113 might be a candidate for a hybrid meeting arrangement, with lower than usual in-person attendance and a high level of online attendance. As a first step, Jay will be further exploring these venue and budget options with the Secretariat and will have another update at the next board meeting. Potential locations may be in Europe but this is not certain and will depend upon what smaller venues may be available as well as how any specific country or city is handling COVID-19.

It was also noted that there remains much work to be done in order to technically prepare for a hybrid meeting. The NOC team, Meetecho, and AMS continue to work together on this.

8. Acting Executive Director report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 12 August 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

Nothing to report.

3. Finance

Financial statements

With the Board Administrator now involved, this process is working much better.

Endowment

We are now working with two possible new major contributors to the IETF Endowment. The decision-making process for donors is understandably slow and deliberative, and much still needs to be worked out, but the receptiveness of possible donors so far has been encouraging.

4. RFPs and contracts

Current RFPs

We have chosen not to award the RFP for Author Tools Web Services and will first make some changes to the tools that better support their usage as API endpoints.

There are no open RFPs.

RPC Renewal

AMS have agreed to an extension of the RPC contract by a year in order for the results of the RFC Editor Future Program and this has now been executed.

5. Meetings

IETF 111

This was a very successful meeting from the LLC perspective with the technology and support working well.   Numbers were also up and it is likely that we made a slightly higher surplus than budgeted.

In Board discussion, Jay noted that of the post-meeting feedback we heard, that participants seemed pleased with the performance of Meetecho and that this platform has improved quite a bit from our first online-only meeting last year.

IETF 112

By the time of the meeting an announcement will have been made that IETF 112 is moving to an online meeting due to the uncertainty around numbers and the potential financial impact if the numbers are significantly lower than budgeted for. This is partly down to the lack of a global host for this meeting and partly because our meetings do not scale down well, which has an impact on how we manage any future hybrid meetings.

COVID-impacted venues

The [joint consultation](#) with the IESG on a set of [guidelines](#) and a [conditional plan](#) for operating IETF meetings in a COVID-impacted venue has now been completed with a small amount of useful feedback. The survey that was run at the same time has also closed and a [results dashboard](#) is now published.

The major outstanding issue is that a number of participants are of the view that we should only allow fully vaccinated people to participate in person at IETF meetings. Our response to date has been that this can only be decided by the community and not the LLC, though we will impose that if there is a local requirement to do so at a particular venue.

By the time of the board meeting, the board will have received a proposal from me on a further consultation on the fee structure for hybrid meetings.

Backlog of venues for assessment

We are currently working through the backlog of venues for assessment that the LLC inherited, including Busan, Helsinki, Hyderabad, Kolkata, Marrakesh, New Delhi, Panama City and Tel Aviv, where community feedback was sought in either 2017 or 2018. These will trickle out over the next several months..

6.   Tools/RPC/RSOC/RSE

RFC Editor Future Program

This group is working very well and feels as if it will complete its work by the end of the year. The interactions involving the LLC are being clearly defined and fit with the general principles of how the LLC already operates and how it interacts with contractors. The role definition of the new RFC series person (job title still to be agreed) is well defined and consistent and I am optimistic that we will be able to recruit a good hire for that role.

Tools resources

Following the departure of Henrik Levkowetz we significantly increased our contracted hours with Painless Security, which has worked out very well. Our new Senior SDE is settling in well and should be up to full productivity quite soon.

Despite these changes, we still have a resource gap and I am in discussions with the Tools Team PM regarding the appropriate split in skills that we need to look for.

RFC XML

As a reminder, the RSOC established a small change management team to work through the changes to the RFC XML that were introduced following the publication of RFC 7991. This group is really getting to grips with the most difficult issues and proposing well thought out solutions. It is hoped that they will be finished in a few months with attention then focusing on documenting the de facto version of RFC XML in a replacement to RFC 7991.

RFC Production Center (RPC)

In my regular meetings with the RPC we have been examining the toolset available to the RPC and how that affects their work and productivity. This is a heads up that their current toolset has reached the end of its usefulness and will need replacing in what is likely to be a major project. There is still some analysis to be completed before this project can even be planned but there is a likely explicit deadline of having a new system in place before RFC 10000 is issued otherwise the existing tools will need adaptation to deal with five digit RFCs.

7.   IESG/IAB/IRTF/Trust

Nothing to report.

8.   Communications/Outreach/Engagement

IETF community survey

The draft report is still out for community consultation and due to close before the board meeting. I gave a presentation on the results during the IETF 111 plenary and will be following up with the IESG on the next steps after the consultation has closed.

9. Miscellaneous

Nothing to report.

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9. AOB

Warren requested that AMS again investigate how to include the WebEx meeting password in the calendar invitation for Board meetings. Liz noted that WebEx was requiring a password now and she would take an action item to update the meeting invitation with this information.

None, and no questions from observers.

Part II: Board + Staff

1. Issue from Lars

Lars brought up a couple of confidential questions relating to some confidential legal matters which will be discussed further at another time.

2. RIR-related fundraising

Jason noted that many people are currently budgeting for next year and suggests that any organizations targeted for large donations in 2022 should probably receive fundraising pitches soon so that if they are receptive that they may budget for it. Lee-Berkeley noted that she is in conversation with several organizations at the moment.

3. IETF 113 venues/dates

As part of the hybrid meeting budget work, Jay and Laura are exploring moving to a smaller venue for IETF 113. Laura is looking into several available venues and expects to have more information at the next board meeting.

Part III: Board + ED Only

1. Legal support model question
Lars and Peter raised a question pertaining to the legal support model for the IETF Trust and

IETF LLC, which currently shares the same counsel. The Board discussed this in the context of the upcoming IETF Trust consultation and no action is needed at this time.

2. Jason: Mention recent call with another SDO
Jason related a recent call with the Broadband Forum and their request to consider joining with other SDOs in a letter to the US Government concerning restricted entities. Discussion centered around what part of the IETF or ISOC was the correct group to consider this. It was suggested this might be the IAB, though given the legal nature of the issue it could well also be the LLC. In either case, ISOC will likely be interested. Lars is on vacation this week but took the action item to review it next week after vacation and get back to the Board with his thoughts on potential next steps.

Part IV: Board Only

The Board discussed an issue related to a public IETF mailing list and whether any response was needed at this time.