

Meeting: LLC Board

Date: January 13, 2022

Attendees

LLC Board:

Maja Andjelkovic
Lars Eggert
Jason Livingood
Sean Turner
Peter Van Roste

Staff/Secretariat:

Stephanie McCammon
Alexa Morris
Laura Nugent
Lee-Berkeley Shaw
Greg Wood

Observers/Guests:

Sean Croghan
Robert Sparks

Scribe:

Liz Flynn

Conflicts of Interest Declared:

None.

Part I: Open to the Public

1. Record e-vote results

One e-vote has been completed since the previous Board meeting.

a. The December 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

2. Update on VAT submissions

The VAT company has received all necessary documentation from the board members. The anti-money laundering checks have been completed and the Secretariat is now working with them on the next step. Nothing further is needed from the board members at this time.

VAT-related work with the new company must be completed before registration for IETF-113 can open. This is a key priority for the Secretariat.

3. Review & approve prior month's financial statement

Peter had a question regarding the October financial statement. Sean will talk with the accountants and when that question is resolved, Liz will run an e-vote to approve the statement. The November statement will be ready for the board soon as well.

4. Update on IETF's technical work

Lars reported that things have been very quiet over the holidays. The IESG is discussing interim BoFs, which are BoFs that happen online outside of the IETF meeting week. The IESG is working out how to run an experiment for those.

5. Acting Executive Director Report - Public

Public Acting Executive Director Report

For the IETF Administration LLC Board meeting on 13 January 2022

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

1. Strategic Matters

Nothing to report.

2. Policies

Antitrust

The ED has begun the process of taking independent legal advice from an experienced antitrust litigator to review our current position and how that might be attacked by an adversarial attorney, and what difference various forms of policy and educational programs could make to that.

3. Finance

Budget

The ED has prepared the 2022 Budget Draft 2 and recommends this as the final budget for 2022.

Recommended resolution: *That the Board approve the 2022 Budget Draft 2 as the final budget for 2022 and that the ED update the community upon his return.*

Approval vote: The 2022 Budget Draft 2 was approved with a roll call vote as follows:

Maja Andjelkovic: YES

Lars Eggert: YES

Jason Livingood: YES

Sean Turner: YES

Peter Van Roste: YES

Endowment

The IETF Endowment has been the focus of increased attention in Q4 of 2021, culminating in updated language and donor recognition on the website and an end-of-year fundraising campaign. The results of the campaign saw an individual donation of \$10,000, as well as 18 other gifts from individuals totaling \$4,050. This first End-of-Year campaign will serve as a benchmark for future fundraising efforts.

4. RFPs and contracts

Nothing to report.

5. Meetings

IETF 113 Vienna

The decision on IETF 113 Vienna has been [announced](#).

IETF 115 London

The decision on IETF 115 London has been [announced](#).

6. Tools/RPC/RSOC/RSE

Server security review

This has been completed and the report delivered. One serious vulnerability was found and fixed rapidly and some further less serious vulnerabilities are being worked on (this work may be complete by the time of the board meeting).

7. IESG/IAB/IRTF/Trust

Nothing to report

8. Communications/Outreach/Engagement

Website content updates

In the past month site-wide links on www.ietf.org have made paths to action clearer for potential participants and supporters. Dozens of pages have been updated to streamline and make content more accessible. Further updates are anticipated in the next few weeks.

Wiki microsites

We have released two new microsites for community feedback:

- authors.ietf.org - resource site for authors of Internet-Drafts.
- chairs.ietf.org - resource site for IETF working group chairs and others providing leadership and support for IETF working groups.

9. Miscellaneous

Nothing to report.

6. Preparations for IETF 113

Alexa reported that the Secretariat is aiming to open meeting registration the week of January 24, pending conversations with the VAT company. Leadership are almost all hoping to attend in person but many are not sure yet if they will be allowed to travel. The Secretariat is working on a FAQ page that will answer many attendees' questions about how the hybrid meeting will be organized. There is also a [COVID information page](#) already live which the Secretariat is updating as information changes.

7. AOB & Questions from Observers

There were no other discussion topics or questions from observers.

Part II: Board + Staff

1. IETF 113 planning

Some more details were discussed in the non-public meeting section, particularly around COVID mitigation requirements and associated policies. The Secretariat has been working with the hotel and with the city of Vienna to finalize the requirements for test frequency, designation of an on-site COVID officer, places to quarantine inside the hotel if necessary, etc. These requirements will be communicated to the IETF attendees as soon as possible, via the IETF-113 meeting web page.

During this discussion, the board confirmed that testing will be required daily and that this will be available on site at no cost to attendees. The board also discussed how to handle any potential positive cases that require quarantine in situations where attendees may lack corporate travel cost support, such as providing a financial-need-based room and meals stipend to provide support in these cases.

The board also discussed that following the Omicron variant, some large companies have revised their travel policies to temporarily suspend business travel. This may impact the ability of some people to attend, though this will likely change by March 2022 given that at least one of the companies cited had a suspension that was set to expire in late February 2022. Some companies also have an exception process for internal approval of travel, but not all employees will feel comfortable asking for an exception or feel it is justified. Finally, some potential attendees may be held back out of concern for their younger children that may not yet be old enough to be vaccinated.

Part III: Board + ED Only

1. AOB - No topics to discuss

Part IV: Board Only

1. Discuss/review ED's annual performance review & rating
2. AOB - no additional topics to discuss