



NANOG Board of Directors Meeting Minutes
May 25, 2012
Teleconference

The regular meeting of the NANOG Board of Directors was called to order at 11:05am on the date listed above by Duane Wessels, Vice Chair.

In Attendance:

Duane Wessels, Vice Chair
Steve Gibbard, Secretary
Mike Smith, Treasurer
Patrick Gilmore

Ex-Officio:

Misako Manca, Development Committee Chair
Randy Epstein, Communications Committee Rep.
Cat Rodery, Membership Sub Committee

Joined Late:

Betty Burke, Executive Director

Staff:

Florencia Dazzi, NANOG Secretariat
Anabel Martinez, NANOG Secretariat
Karen Moore, NANOG Secretariat

Not Attending:

Richard Steenbergen (RAS)
Sylvie LaPerriere, Chair

Guest:

Gary Selick

1) Administrative Items

- Minutes of the May 11, 2012 meeting were approved
- **MOTION to approve minutes - Made by Patrick; seconded by Mike; passed unanimously**

2) Committee Reports:

a) Communications Committee (Randy):

- Three candidates to join the CC:
 - Valerie Wittkop (worked with Betty at Merit)
 - Matt Griswold (works with Valerie)
 - Webster Olson (referred by Scott Ehnert)
- **MOTION to approve accepting members into the Communications Committee, with the caveat that Webster Olson needs to join as a member first- Made by Steve; seconded by Mike; passed unanimously**

b) Program Committee (Patrick):

- The PC is very well run
- There is a good program in place for N55

c) Development Committee (Misako):

- There was a number of last-minute sponsorship cancellations
- The board and the DC will discuss in Vancouver putting together a process to manage cancellations and last-minute payments



3) AMS Report (Flor):

- Vancouver meeting plans are on track: 390 individuals registered as of today

4) Strategic Plan (Betty):

- Working on future meetings: we withdrew from the June 2013 contract in Nashville, due to concerns about connectivity. Currently considering the other hotels in the short list
- Proposed BoD retreat in December:
 - Dates: December 2, 3 & 4 or 9, 10 & 11
 - Possible Location: San Francisco Area (AMS offices), Ann Arbor (MI) or other hotel
- Betty sent the draft Member Meeting Slides to the BoD for review
 - ✓ Action: Board members to review and provide feedback
- The 2012 election timeline posted on GDocs was approved
 - The BoD needs to recruit new members for BoD and Committees
- Committees Responsibilities document posted on GDocs
 - ✓ Action: Board members to provide feedback by next Monday
 - ✓ Action: Betty to hand out hard copies to Committee Members in Vancouver
- Verilan and Swank contracts annual review
 - Duane volunteered to work with Betty on the review. Betty will also include Steve G. in the process
- AMS Annual Review: completed by Sylvie and Betty
- Educational & Scholarship Program
 - Steve G. has set a meeting with Paul Vixie to discuss the program after the Vancouver meeting
 - ✓ Action: Steve G. to draft slides to present at the Community Meeting
 - ✓ Action: Steve G., Misako and Fearghas to meet in Vancouver and discuss the Postel Scholarship beyond 2012

5) Membership (Cat)

- Lands End store to be set up over the weekend
- Working on updating the main photo on the NANOG Facebook Timeline
- Renewal Survey has been published on the website

6) Treasurer Report (Mike)

- All looks good – everything is going smoothly
- ✓ Action : Mike to prepare a few slides to present at the Member Meeting in Vancouver

7) Gary Selick: Strategic Observations

- Everyone seems to understand what they are doing
- When presenting an item for discussion at any board meeting, Gary suggests following these steps:
 - Present – Review – Decide – Commit



- This procedure will encourage productive discussions and decision-making
- The DC presentation took much longer than the other Committees (14 minute versus 1 minute)
 - Recommendation to have Committee Chairs prepare their discussions using the steps suggested so that the discussions are kept to the point and on track
 - After each discussion and before moving into a new topic, an individual would say “so what was decided is XYZ” to make sure that what was decided is clear to all at the meeting
- It is important at the beginning of every meeting to identify what type of meeting it is:
 - Decision-Making meeting: items must have to be to the point and move to a decision
 - Problem-Solving: There is more time spent discussing the issue, regardless of whether a decision is made
- ✓ Action: Gary to send his observations to the BoD in writing

- **New Business:**
 - There was no new business

Meeting adjourned at 11:56am PST.

Next Board meeting: Wednesday, June 6, 2012 at 1:30pm PDT (face to face in Vancouver)