NANOG Board of Directors Meeting Minutes
August 2, 2011
Teleconference

The regular meeting of the NANOG Board of Directors was called to order at 12:04pm on the date listed above by Steven Feldman, Chair.

Present:
1. Steven Feldman, Chair
2. Patrick Gilmore, Secretary
3. Duane Wessels, Treasurer
4. Richard Steenburgen

Ex-Officio:
1. Steve Gibbard
2. Mike Smith, Communications Committee Chair
3. Kirsten Machi (AMS)
4. Bettina Skehan (AMS)

Not Present:
1. Rob Seastrom
2. Sylvie LaPerriere, Vice Chair
3. Betty Burke, Executive Director
4. Chris Quesada, Development Committee Chair (Ex-Officio)
5. David Meyer, Program Committee Chair (Ex-Officio)

Steven Feldman opened the meeting welcoming everyone.

1. **Previous Meeting Minutes**
   August 19, 2011 minutes to be approved later.

   The minutes Steven Feldman sent out yesterday, bounced back from Tony Kapela, Patrick Gilmore, Sylvie LaPerriere, Richard Steenburgen, Duane Wessels. **(Action item: Bettina to resend)**.

2. **NANOG 52 Update**
a. Financial Analysis:
   The financial updates that Steven sent out also bounced; it was requested that Steven copy Bettina and/or Kirsten on email going to the Board/Chairs.

   Steven gave an overview of the meeting financial analysis – they were also emailed out under separate cover. Here is a summary:
   NANOG 52

Attendees: 543
(of these, 131 were non-paying - 16 Host, 50 Sponsors, 44 Speakers, 21 Staff/Tech RFP Bidders/CenturyLink)

Revenue: $207K registration + $227K sponsorship = $434K

Expense: $309K ($192,500 MERIT fee)

Profit: $125K

Meeting Cost Per Day: $77K (4 days, Sun-Wed)
Meeting Cost Per Attendee: $570

b. Video/Audio Files:
Kirsten also mentioned that the NANOG 52 video files are not up yet and that the PC tool needs some tweaking in order to link the files to the website. Steven is aware of this and is working on it.

3. **NANOG 53 Update – we are currently 10 weeks out**

   a. **Registration:**
   Bettina gave update of current registrations; 47 registered, 3 unpaid, and that nearly half of all registrations are from sponsors/speakers/host and do not require payment. It was suggested that meeting alerts need to be sent out to the Community.

   b. **Postel Scholarship Winner:**
   Patrick has agreed to chaperone the Postel scholarship winner on the Saturday, however we still need people for the other days of the meeting (Sun-Wed). If there are no volunteers, Steven will start assigning people.

   c. **Sponsorships:**
   Sponsorships are nearly sold out. There is a new lunch sponsorship opportunity; Steven stated that the criteria should be that we don't lose money on the sponsorships.

4. **Future Meeting Updates**
   Contracts have been signed for all Hosts. Keep an eye on when hotel deposits are due. The Host agreement for the meeting in Vancouver still has not been signed.

5. **Committee Reports**
   a. **Program:** No update. Decision was made not to replace Chris Morrow as his term ends in October.
   b. **Communication:** The mailing lists have been moved and are now being hosted in Chicago. The two servers are now at AMS waiting to be installed.
   c. **Development:** No update.

d. **Membership:** Before the call, Steven Gibbard sent out a revised call for nominations timeline. Call for nominations must be announced on August 9.

Action Item: Gibbard to resend to individual addresses, requested to include AMS**.**

Action Item: Steven Feldman to take the lead on sending announcement, which will also include blurb about how to become a member.

All members are set up in ARO. ARO will be set up so that members can vote online. ARO can determine who is a member and who is not, and it's easily managed.

It was agreed that a sub-committee consisting of Steven Gibbard, Steven Feldman, Sylvie, and Betty would be set up to manage the administrative items surrounding this election. No policy changes were to be made by this sub-committee, simply the work to get out the call for nominations and to set up the voting.

Motion: Motion to set up sub-committee. Motion made and seconded with no objections.

There was discussion about what the deadline should be for people to become members in order to be eligible to vote in the election.

Motion: Motion to set up a cut-off for members who are eligible to vote in election at 11:59 pm PST Friday, October 7, 2011 (Friday before meeting). Motion made and seconded with no objections.

(For example, if someone becomes a member of NANOG on Saturday, October 8, they would not be eligible to vote in the election.)

e. **Financial:** AMS gave quick overview, and have completed first round of July 2011 financials. Currently $189K in the bank. YTD membership is a little over $20K. We have collected the majority of outstanding sponsorship from NANOG 52. There are issues with some outstanding as to whether they have been paid, AMS working with Betty.

Action Item: AMS will draft a working budget based on the financial reconciliation of NANOG 52**,** to go to Sylvie, Steven F, Betty, and Duane for review, and eventually to the Board for final approval.

It was discussed whether NANOG should make a payment on the ARIN loan or take more money. Currently at an interest rate of <2%. It was suggested to take to take the money and put it aside if we need a cushion for NANOG 53. The Board agreed that it was prudent to take the next loan installment and defer making payments at this time.

Discussed if we should add protection to bank accounts. It was explained that in order to do online banking Wells Fargo requires NANOG to have analyzed statement. The services are soft charges, with credits earned based on the balance. The options are: 1) Positive pay; the bank

will not process checks until we authorize payment. 2) Fraud filter for electronic debit; prevents fraudulent debits to go through. The cost is around $50 per month. The Board thought this was prudent and they deferred this to have Betty formally approve.

Action Item: Betty to formally approve Positive Pay and Fraud Filter for Wells Fargo fraud protection.

6. **ED Report**
No report – Betty on vacation.

7. **AMS report:**
Native IPv6 circuit is up. AMS will contact board members and chairs for individual training on ARO. ARO now tracks all Sponsor and Host payments (Development Committee) and all meeting registrations. AMS will contact Chris Quesada for ARO training for the Development Committee on August 18.

Emails accounts/aliases will be set up tomorrow COB.

8. **Special Projects/Technical Conference Support**
No update.

9. **Board Retreat**
Betty will be setting a call with the meeting facilitator, and will update the Board accordingly.

10. **Other Items**
 No other business.

11. **Adjournment**
The meeting was adjourned at 12:57pm by Steven Feldman.