



**NANOG Board of Directors Meeting Minutes  
March 1, 2013  
Teleconference**

The regular meeting of the NANOG Board of Directors was called to order at 11:04am on the date listed above by Sylvie LaPerriere.

**In Attendance:**

Sylvie LaPerriere, Chair  
Duane Wessels, Treasurer  
Steve Feldman, Secretary  
Steve Gibbard  
Betty Burke, Executive Director

**Ex-Officio:**

Gina Haspilaire, Development Committee Chair  
Dave Temkin, Program Committee Chair

**Guest:**

Jezzibell Gilmore, Development Committee Vice Chair

**Not Attending:**

Mike Smith, Vice Chair  
Dan Golding  
Dan Sneddon, Communications Committee Chair

**Staff:**

Florencia Dazzi, NANOG Secretariat  
Anabel Martinez, NANOG Secretariat

**1) Administrative Items:**

- Previous Board Meeting Minutes:
  - Minutes of the February 15, 2013 meeting were approved.
  - **MOTION: Made by Steve F. seconded by Duane, approved unanimously**
  - Minutes of the February 6, 2013 meeting were approved with the following changes: addition of Gina and Jezzibell to attendance list, inclusion of the names of those who abstained during votes, addition of "TwoP" name in technical consultant discussion
  - **MOTION: Made by Steve F. seconded by Duane. Against: Steve G. Motion passes.**
  - Minutes of the February 4 Board and PC meeting were approved.
  - **MOTION: Made by Steve F. seconded by Duane, approved unanimously**
  
- Review of Previous Actions Items:

Date	Action Item	Status
2/15/2013	Betty to present 2016 date proposals to the board, based on the ISOC calendar	Pending
2/15/2013	Betty to type notes on what was discussed with ARIN on 2/6 and distribute to the board; board to address notes at the next call	Pending
2/15/2013	Betty to send each proposed DC change to the board individually, and request feedback. Discussions to be held via email. Board to vote on the next call	Completed
2/15/2013	Betty to contact other meeting planners and compare pricing received with that given by Strategic Site Selection	Pending
2/15/2013	Betty to work with the leads to put structure around the deliverables so that each sub-group can report during board meetings	Pending
2/15/2013	Betty to work on a meeting registration cancellation policy to discourage last minute cancellations	Completed



2/15/2013	Flor to post all internal version of the minutes to the Board Docs area in ARO	Completed
12/21/12	Board to review both documents and let Betty know if any changes are needed.	Pending
12/21/12	Sub-group leaders to draft a document in which each sub-group presents the requirements to reach each of the objectives outlined (volunteers, staff, financial resources, etc.) To be discussed after NANOG 57	Pending
12/07/2012	Betty to put together a business case about the proposal to purchase equipment for NANOG's IT operations and present it to the board at the retreat for review.	Pending – moved to late May
12/07/2012	The DC will review the Host Package and the Rewards Points Program and present any changes to both programs to the board in the board meeting scheduled for January 4 <sup>th</sup> .	Completed
10/12/2012	Board to discuss new proposals for 2013 election cycle during Strategy session in December	Pending

**2) Meeting Registration Cancellation Fee (Betty)**

- Proposal to adopt the following cancellation fee:
  - \$50 cancellation fee until 2 weeks prior to the meeting
  - \$100 cancellation fee two weeks prior and up to the meeting date
  - Name changes on the registration will be allowed on a case by case basis and at the discretion of the ED
  - It will be up to the ED's discretion to refund registration fees, on specific extreme cases
- **MOTION: To adopt Betty's proposal for the meeting registration cancellation. Motion made by Steve G; seconded by Betty; unanimously approved.**

**3) Future Meetings (Betty)**

- Discussion about future site selection process
- Betty will keep the Board informed of all options along the way
- Betty asked for support from the Board to continue to work with Strategic Site Selection through the June 2015 meeting
- **MOTION: To allow Betty to work with Strategic Site Selection through the June 2015 meeting. Made by Betty; seconded by Steve G. ; passed unanimously.**

**4) DC New Members (Jezzebell)**

- Proposal to add two new members to the Development Committee:
  - Lucy Yeh (NTT) and Jean Bomm (Telstra)
- They both bring sales and marketing expertise as well as industry connections
- **MOTION: To appoint Lucy Yeh and Jean Bomm to the Development Committee. Made by Steve F.; seconded by Duane; unanimously approved**



## 5) Committees Update

### a) Communications Committee:

- Colin Colbert has withdrawn his participation from the Committee due to conflict in schedule

### b) Program Committee:

- Call for Presentations for NANOG 58 was sent out this morning
- Two PC members have not renewed their NANOG membership – Betty has reached out to them and has not received a response from them
- ✓ Action: Betty to send out a final reminder to the two PC members in default and give them until Wednesday, March 6 to renew their membership, or they will be removed from the PC
  - Mohit Ladd has resigned from the PC, due to conflict of schedule
- ✓ Action: Betty and Sylvie to look at the PC candidates that did not get elected in October and send the list to the Board

### ➤ MOTION To:

- **Give PC members in default until March 6 to renew their membership**
- **Accept Mohit Ladd's resignation from the PC**
- **Make an open call for volunteers for the PC**

**Made by Steve G.; seconded by Steve F.; approved unanimously**

### c) Development Committee:

- Document with all proposed changes from the DC was circulated to board members by Betty
- **MOTION: To adopt DC proposals included in the document "2013 Sponsorship Proposals Version 3", circulated by Betty. Made by Sylvie; seconded by Betty; Abstained: Duane; motion passed.**
- Sylvie has updated the targets on the Visual Tracking Sheet for future meetings.
- ✓ Action: Betty to distribute updated targets to the DC and Board

### d) Membership Chair:

- **MOTION: To approve Membership Chair responsibilities description as presented by Betty and edited by Board Members. Made by Sylvie; seconded by Duane; approved unanimously.**

## 6) Financial Information

- Discussion about financial information to be posted on the new website
- Financial information from Merit will be kept for historical purposes
- A copy of the annual audit and budget will be posted onto ARO (Members area)
- Financial Information presented at the Annual Meeting will be posted on the website
- Tax filings will remain in the Board Docs area in ARO



- ✓ Action: Flor to inquire with accountants whether the NANOG office address can be used in the tax filing forms in lieu of board members' personal or work address

**7) Strategic Planning**

- Making progress on the Education, Scholarship and BCOP programs
- The Board needs to work on the list for the service level agreement with ARIN, based on the discussions with ARIN in Orlando

**8) New Website**

- Volunteers have not been engaged yet, as the new website still needs to be moved to the NANOG server
- Estimated conversion date: end of March

**9) New Business:**

- Request that all board meeting agenda-related documents be sent as attachments via email and not as links to Google Docs

**Next Board meeting:** Friday, March 15, 2013

Meeting adjourned at 12:30pm PST