

Minutes of the Board Meeting April 23, 2024

1. Welcome and Attendance

Present: Richard, PJ, Petra, Ben, Tom, Ester.
Apologies: Wouter

2. March Board Minutes were approved.

3. 2024 Conference

- **Conference** - a meeting will be set up to discuss the conference in detail once the survey results are in. But the general feedback was that the conference was good. Delegates liked the location, program, socials, and the meeting tool.
- **Subsidies** - these are currently being applied to the delegates accounts. Lisa is working with the hotel on this, and it should all be completed today.
- **Survey** - delegates were sent the survey link and reminders to go out.
- **Refunds** - No refunds will be given to any no-shows or cancellations within a short period of time leading up to the conference. Prior to the 2025 conference, this will be added to the website and communicated to the delegates.
- **AT&T** – Interested in sponsorship. Board to discuss the options.

4. Elections

- **Election Schedule**
 - April 17 Open Nominations
 - May 20 Close Nominations
 - May 20 - June 3 Candidate Statements
 - June 5 - 19 Elections
 - June 20 Verify results and announce
- **Communication Schedule** - Lisa to put together a calendar for sending out emails and social media.
- **Big Pulse** - The election committee will discuss using Big Pulse again or whether we should use Simply Voting (NANOG) or Civica (LINX).
- **Committee** - the election committee has been canvassing for new committee members. Must be a member of GPF to sit on a committee.

5. Membership

- **Membership Offer** - the list will need to be revised to see who qualifies for membership.
- **Offer Email** - according to the bylaws, this should be sent out before June 15 and end at 11:59pm pacific time on June 30. It was decided that the first email should be sent out on June 10th.
- **Email Schedule** - Lisa to put together a schedule of membership offer emails which detail the dates and email content (elections open, close, reminders etc.)

6. Financial

- Waiting for the hotel recon and the incentive from Discover Puerto Rico.

6. AOB

- Milko's seat will be an empty seat, but he will be asked to do a handover document advising where everything is so that a board member can take over his board duties. The email and data system needs to be reviewed.

- Discussion on how to add value to members by either having a membership list to start discussions within the community or add something to the website. Richard to set up a brainstorming session with Ben, Ester and PJ to kickstart this.
- Shared Google Drive - PJ requested that everyone starts to save all their documents to the shared drive and not on the individual drives.
- Zoom - Ben suggested that we upgrade our zoom account so that we can get transcripts of meetings.
- IT Plan - Richard and Ben to discuss an IT plan and a list of what should be done to make this work.

7. Next Meeting

- Conference Recap Meeting - May 7
- May Board Meeting - May 21