USENIX Board of Directors Meeting  
Thursday, December 6, 2018, 9:00 a.m.–5:00 p.m.  
USENIX Office, 2560 9th St, Ste 215, Berkeley, CA 94710  
Minutes

Attendance

Board:
Cat Allman
Kurt Andersen
Michael Bailey
Angela Demke Brown
Kurt Opsahl
Amy Rich
Carolyn Rowland
Hakim Weatherspoon

Staff:
Natalie DeJarlais
Arnold Gatilao
Casey Henderson
Sara Hernandez
Jessica Kim
Liz Markel
Madelyn McGill
Mo Moreno
Camille Mulligan
Jasmine Murcia
Michele Nelson
Virginia Staubach
Sarah TerHune
Toni Veglia
Olivia Vernetti
Rich Williams

Rowland called the meeting to order at 9:00 a.m.

1. Minutes of the Previous Meetings
   a. July
   b. August
   c. August Out of Band Motion
d. September  
e. October

Allman moved to approve the July through October minutes as presented. Andersen seconded the motion. All voted in favor; none opposed. Motion passed.

2. Changes to Regular and Consent Agenda
No changes were made to the consent agenda.

3. Next Meetings
- January and February 2019 video conference meetings will be scheduled via Doodle.
- Spring 2019 Board Meeting: Thursday, March 28, in-person, at the New York Marriott at Brooklyn Bridge. [Note: Weatherspoon will phone in, excepting during his class time from 10-11:30 a.m.]

4. Sponsorship/Sales Report
Mulligan presented the Sponsorship Sales Report to the Board and she, Moreno, and Henderson answered specific questions posed by Directors about the report. The Board recognized Mulligan and Moreno’s good work. Henderson explained she’s shoring up support for Development with Administrative Assistant Vernetti and even so, they remain busy. Additional needs for staffing will continue to be assessed.

5. 2018 and 2019 Budgets
Henderson presented the following budget reports to the Board:
   a. 2018 Budget with Year to Date and Estimated Year End
   b. 2019 Preliminary Budget
There were questions and ensuing discussion on specific line items. The Board praised Henderson for a second consecutive year of operating at a surplus. There were discussions regarding the lack of a discretionary fund for the ED and the amount of the fund.


break: 10:31-10:45 a.m.

6. Constituent Survey Update
Markel reported on the initial results of the constituent survey. She and Henderson explained that survey analysis is still preliminary. They answered questions and took suggestions for future surveys from the Board.
7. Reserve Fund Performance and Projections
Henderson introduced Glenn Samson, USENIX’s financial advisor. Samson reported on reserve fund earnings for the last quarter of 2018 and reviewed current market conditions, investment strategy, and USENIX’s portfolio. He distributed a printed packet for those present to follow and answered questions posed by the Directors at the conclusion of his presentation.

Lunch 12:00-1:00 p.m. (catered by Anchalee Thai Restaurant) with staff
Adjourn for Lunch at 12:04 p.m.
Meeting reconvened at 1:38 p.m., following group photos of the staff and Board

8. Conferences
a. SREcon and LISA
Andersen reported on SREcon EMEA and LISA. SREcon EMEA, in its fourth iteration, was a full house. He gave a brief history of this conference and gave upcoming locations. He announced that SREcon19 Americas will be collaborating with LISA; one of the Americas 19 co-chairs will be co-chairing LISA next year for continuity. Rich and Rowland provided additional context. Henderson noted that it was exciting to have some SREs come to LISA and find valuable content for them there. LISA attendance was on par with last year, which was good given its format was changed and it was located in Nashville. Discussion regarding the growth and future of these conferences ensued.

9. Breakout Working Sessions with Board and Staff
   Occurring Simultaneously:
   b. Diversity and Inclusion Statement (Allman, Rich; Markel, McGill, Moreno, Veglia, Williams)
   c. Conference Submission and Review System (Andersen, Demke Brown; Kim, Nelson, Gatilao, Murcia, TerHune, Vernetti)

Andersen moved to adjourn the meeting at 3:58 pm. Weatherspoon seconded the motion. All voted in favor. Motion passed.

Meeting adjourned at 3:58 p.m.

10. Executive Session (with Appelman)

Meeting adjourned no later than 6:00 p.m.