

**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 Verneti  
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.]
- Summer 2019 Board Meeting: Monday, July 8, in-person at the Hyatt Regency Lake Washington in Renton, Washington.

## **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 Verneti 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.

Andersen moved to approve the budget with the addition of a \$50K ED discretionary fund. Rich seconded the motion. Bailey and Weatherspoon opposed the motion. Opsahl abstained. Allman, Andersen, Demke Brown, Rich, and Rowland voted in favor. Motion passed.

*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:*

- a. Policies (Rowland, Weatherspoon, Opsahl, Bailey; Henderson, DeJarlais, Hernandez, Mulligan, Staubach)
- 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, Verneti)

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.*

