IAOC Meeting 2015-01-29 10:00 AM EST

Date: Meeting was called to order at 10:00 AM EST by Chris Griffiths, January 29, 2015. Quorum was established.

Attendees Present:
Scott Bradner
Kathy Brown
Tobias Gondrom
Chris Griffiths, Chair
Bob Hinden
Ray Pelletier, IAD

Absent:
Jari Arkko
Randy Bush
Russ Housley

Guests:
Lou Berger
Ole Jacobsen
Benson Schliesser

Scribe: Michele Gehrke

Agenda:
1. Operations - 5 min
   a. Minutes
   2014-12-18
   b. Retreat - dates, location
   c. IAOC Dinner Dallas
   d. Committees & Chairs
2. Finance - 10 min
   a. ISOC Admin Support & G&A
   b. Budget Calendar
   c. Budget Development with ISOC
3. Meetings - 15 min
   a. Dallas Update
   b. Prague & Yokohama Registration
   c. Buenos Aires ISOC Run-up Campaign
   d. Overflow & Alternative Hotels Online
4. Tools - 10 min
   a. IETF Server Memory E-Vote
   b. VM Architecture for Servers

     c. IETF Website Makeover
     d. Software Development RFP
5. Legal - 10 Min
     a. Privacy Statement
     b. Glassey v. Microsemi Update
     c. RFC Templates
6. RPS - N/A
7. AOB

1. Operations

a. A motion to approve the minutes of the 2014-12-18 meeting was delayed until next month. Substantial edits were made, therefore, the updated document is scheduled to be sent to all members for final review.
Action: Ray to send out final version for review

b. Ray reported that the IAOC Retreat dates have been confirmed as April 28-29, 2015 and will take place in London, within close proximity to Paddington Station. All members are asked to arrive April 27th and may depart after 3pm on April 29th. There will be an IAOC dinner scheduled for the evening of April 28th. Restaurant venue is to be determined.

c. Ray noted that the IAOC will hold a dinner in Dallas on Wednesday, March 25, following the Plenary, to welcome our incoming members and say farewell and thank you to those leaving. Restaurant venue is to be determined.

d. Ray said that Committee membership and Chairs will be determined in Dallas. Committees include: Finance, Technology, Meetings, and Legal. Charter information can be found at https://iaoc.ietf.org/committees.html.

An election will also be held for the IAOC and Trust Chairs at the March meeting in Dallas Ray said. To be eligible for Chair, you must be an appointed member to the IAOC, not an ex-officio member. Nominations will be open 2 weeks prior to the March IETF Meeting and will close after nominations are requested at the IAOC Wednesday Meeting. The incoming Chair will be effective upon introduction at Plenary.

These nominations will open 2 weeks prior to the March IETF Meeting and will close after nominations are requested at the Trust Wednesday

Meeting. The incoming Trust Chair will be effective upon introduction at Plenary. Additional information will be forthcoming as we get closer to Dallas.

2. Finance

a. Ray reported that the Internet Society has worked out an arrangement to provide up to half time administrative support beginning March 1, 2015. The cost, $35K, will begin in March and will be included in the G&A this year. The $15K in the 2015 budget for part time support will not be used. Michele Gehrke will be providing the administrative support and will attend part of the IETF meeting in Dallas, where she will have an opportunity to put a face with a voice and learn more about the IETF and IAOC.

b. Budget Calendar: Ray said the process will begin earlier this year than in previous years so we can accommodate any discussions that need to be held with the community, for example, possible discussions over potential registration fee changes. The process will start in June, rather than in July/August.

c. Budget Development with the Internet Society: Ray said he will be working with Dana and the ISOC accounting department to actually build the budget. Typically, he does this on his own, however, he wants to ensure someone at the Internet Society has the knowledge to build the budget from the ground up to institutionalize the process.

3. Meetings

a. IETF 93 Dallas by the numbers: Ray reported that we currently have 457 registered, 139 paid and 128 Letters of Invitations. This is trending with Honolulu (1,068) and Paris (1,311). We have budgeted 1,120 paid attendees and registration revenue of $763.5K. There are 52 days until Dallas.

b. Ray said he expects registration for Prague to open mid-February. We are programming VAT into registrations, receipts and data passing to BC&A for their records and formal VAT invoices to paid attendees. The goal for opening registration for Yokohama will be a week after Dallas.

c. Ray reported on the Internet Society's 2015 run-up activities for the IETF meetings in Buenos Aires as that was an important past of the discussion with the community and the decision by the IAOC to hold

an IETF meeting there. Activities promoting the IETF are scheduled as follows:

  April, Costa Rica, South School Internet Governance
  May, Peru, Internet Registry for Latin America and Caribbean
  June, Brazil, Brazilian Computer Society
  July, Chili, Latin America Cooperation of Advanced Networks
  September, Argentina, Argentinian Computer Society;
  October, Location TBD, Network Operators Group.

Bob thought it would be a good idea to publicize this information to the IETF community, for example on iaoc.ietf.org and at the plenary. Ray said he will work with Christian O'Flaherty and the Latin American team to make this happen.

d. Overflow and alternative hotels:

Ray reported that the Meetings Committee was pushing to have alternative hotels, those not under contract to the IETF, posted as a convenience to attendees. Ray said a concern was that it could undermine reservations in the primary hotel and possibly expose us to pay for guest rooms when we don't meet our contract guarantee minimums.

Ray said a compromise was that we would publish and promote alternative hotels when the primary and overflow hotels were nearly full. As an experiment, that was just done for the Dallas meeting. A list of 6 hotels within ½ mile of the venues plus a link to them was provided. Each of these 6 hotels was checked to see that they had availability. We also included the following disclaimer: The IETF makes no representation as to availability, prices, cancellation practices, or Internet quality.

The Meetings Committee has suggested it would like a link of nearby hotels as such a link provided guest room rates. Ray said we will do this for Prague and update the info online for Dallas.

e. Prague Bits-N-Bites: Ray sent a note to the List stating that we should continue the discussion about holding BnB in Prague. We have not scheduled nor budgeted for Bits-N-Bites for IETF 93, but there seems to be some interest for Prague.

4. Tools
a. IETF Server Memory E-vote

The administrative procedures of the IAOC require that the results of an e-vote be recorded in the minutes of the next meeting.

1. On 23 December an e-vote was conducted to to approve the expenditure of $3,500 to upgrade the memory of two IETF servers to improve performance.

2. The vote results are as follows:
   Jari Arkko [YES]
   Scott Bradner [YES]
   Kathy Brown [YES]
   Randy Bush [YES]
   Tobias Gondrom [YES]
   Chris Griffiths [YES]
   Bob Hinden [YES]
   Russ Housley [YES]

The vote passes with a unanimous Yes vote.

3. Background:
The current IETF servers in California and Florida, IETFA and IETFB, are operating with 32GB of memory. The TMC has concluded that the performance of the servers would be improved with an upgrade to 128GB of memory for each server.

The total cost of the upgrades is less than $3,500.

The TMC recommends the IAOC approve the upgrade of memory for the two servers at a cost not-to-exceed $3,500.

The funding for the upgrade is in the 2014 Capital Tools Development Budget.

Ray reported that upon further investigation the actual $2,600 in costs should have been taken from regular expenses and not Capital Investment expenses as the IETF does not own the servers but is instead acquiring a service from AMS. Accordingly, the expense was re-categorized from Capital Expenses to ordinary expenses by ISOC.

A lengthy discussion ensued about the necessity to ensure the invoicing was proper for the transaction. Ray was requested to have the funds returned from AMS, and for AMS to invoice in 2015 for changes in service that the IAOC requests.

Action: Ray to explore recovering the specific funds for purchasing the memory .

b. VM Architecture for Servers
Ray said that the TMC is awaiting AMS response to questions before proceeding with next steps.

c. IETF Website Makeover
Ray reported that the IETF website makeover is underway. We have contracted with Torchbox. Joe Hildrebrand is the volunteer Project Manager for this project. Key milestones and deliverables during the redesign process include, site architecture, technology, wireframes, page design and content updates. These deliverables will be reviewed and approved by a committee chosen from IETF community volunteers.

d. Software Development RFP
The RFP was issued on 7 January 2015 Ray said, and that questions were due on 21 January and to date, we have not received any questions. The proposals are due 13 February 2015.

5. Legal
a. Privacy Statement. Ray said the next steps are to have a Community review, provide a Legal update statement, and have the IAOC approve that statement in February.

b. Glassey v Microsemi Update
Ray reported that Glassey filed a notice of Intent to Appeal on 7 January 2015 and that the Court denied a request for a change of venue on 21 January 2015.

c. RFC Templates

Ray said that the Legal Committee has worked on TLP language to provide for the modifications of Templates in RFCs and has submitted to the Trust Chair for action.

6. RPS – Nothing to report.

7. AOB

In other business, Kathy Brown announced that the new NomCom Chair is Harald Alvestrand.

Bob Hinden brought up IANA. There are current discussions regarding 'What is the IAOC going to do regarding renegotiation with contract with ICANN?' No action is needed at this time.

Special Note: It was agreed upon by all parties to allow this meeting to be recorded for note-taking purposes only. The recording will be summarily destroyed by Ray Pelletier once the minutes have been drafted.

The IAOC Meeting was adjourned by Chris Griffiths at 10:43am EST.