

**Meeting:** IAOC Meeting

**Date:** The meeting was called to order at 12:03PM EST by Leslie Daigle 2016-09-08.  
Quorum was established.

**Attendees Present:**

Jari Arkko  
Lou Berger  
Kathy Brown  
Leslie Daigle (Chair)  
Tobias Gondrom  
John Levine  
Ray Pelletier, IAD  
Andrew Sullivan

**Guests:**

Howie Baggott (ISOC, Sponsorships)  
Scott Bradner (Consultant)  
Ayesha Hassan (ISOC, Sponsorships)  
Ole Jacobsen (Chair Meetings Committee)  
Greg Kapfer (ISOC CFO)  
Sandy Spector (ISOC, Finance)

**Absent:**

Benson Schliesser

**Scribe:**

Michele Gehrke

**Agenda**

**0. Administrivia**

Agenda Bash

**1. Operations**

a. Minutes

2016-06-16 (Previously approved and posted)

2016-06-30

2016-07-19

Lou made the motion to approve the June 30, 2016 and July 19, 2016 minutes. Tobias seconded the motion. Without objection or abstentions, the minutes were approved.

## b. Committee Member Updates

1. On July 18, 2016 the IAOC Chair announced that the IAOC was interested in broadening non-member participation in its committees and requested those who were interested to respond by 1 August.
2. The IAOC received expressions of interest from 9 community members.

### *Resolution*

The IAOC appoints the following community members (+ ex-officio positions) to the respective committee based upon their experience and interest, and subject to their [availability] willingness to execute a non-disclosure agreement, for the 2016-2017 term:

- a. Finance Committee - Michael Richardson
- b. Legal Committee - Joel Halpern
- c. Meetings Committee - Yang Huaru, Avri Doria

Jari made the motion to approve the new committee members. John seconded the motion.

Roll Call:

Jari Arkko [YES]  
Lou Berger [YES]  
Kathy Brown [YES]  
Leslie Daigle [YES]  
Tobias Gondrom [YES]  
John Levine [YES]  
Andrew Sullivan [YES]

The motion carries.

**Action:** We need to follow-up with those who were not selected and announce the new members.

## **2. Tools**

- a. Author Statistics Award

This topic will be taken up at the next scheduled meeting.

- b. RFC Format RFP

1. The RFC Series Editor has led the community through a series of discussions regarding changes to the RFC format for several years.
2. The nine documents that describe the new format have been approved for publication by the IAB.
3. The Statement of Works for the tools needed to implement the new RFC format have been reviewed by the tools team and the IAOC Technology Management Committee, and the TMC says they are ready to go.

4. The TMC recommends that the IAOC issue a Request for Proposals for the work, and allow bidders to select all or some of the work upon which to bid as there are a few clear dependencies among the tools, but the RFP can explain that we prefer to award the tools with significant dependencies to the same bidder.

#### *Resolution*

The IAOC approves the issuance of a Request for Proposal for the development of tools to implement the RFC Format changes, such RFP to permit bidders to select some or all of the work upon which to bid.

Leslie made the motion to approve the RFP issuance for the development of tools to implement the RFC format changes. Andrew seconded the motion.

Roll Call:

Jari Arkko [YES]  
Lou Berger [YES]  
Kathy Brown [YES]  
Leslie Daigle [YES]  
Tobias Gondrom [YES]  
John Levine [YES]  
Andrew Sullivan [YES]

The motion carries.

### **3. Meetings**

#### a. IETF 97 Seoul

Ray advised the group that Marcia and Stephanie concluded the meeting site preparation visit last week. The circuits have yet to be arranged (no update at this time as to the cost). Lastly, Ray offered the latest numbers regarding Sponsorships: Budget: \$553K; Actual: \$568K

#### b. IETF 98 Chicago (March 26, 2017)

Ray advised that at this time, we do not have a Host for IETF 98. This is a high priority for the Sponsorships team.

Lou shared that due to labor costs in Chicago, it has the potential to impact the budget by as much as \$100-\$200K.

Howie advised the group that due to it being budget season with many organizations, we are in a 'wait and see' mode. He is speaking with such organizations as <confidential> </confidential> etc.

### **4. Legal**

#### a. Law Suit Update

Scott provided an update. The filings may be viewed on the IAOC website.

## 5. Finance

### a. Audit Requirements 2017

Lou stated with the separation of the Trust, there is a BCP 101 requirement that is on the IAOC and should have audited financials accordingly. Now that we have the Trust, in the spirit of BCP 101, we should have an audit.

Greg Kapfer has come up with a proposal on how to fix it in the short term. Tobias said, as the Trust Chair, that it would work for him. We should publicize this is our solution to the problem.

Greg explained that ISOC has an agreement with the Trust to provide certain admin services, including accounting. It is also very common to require the CFO to attest to the accuracy under that contract.

### b. 2017 Draft Budget Overview

#### 1. Assumptions

- a. No Registration Fee Increase
- b. BnB for all 3 meetings

#### 2. Revenues: \$4.5M

- a. Reg Fees: \$2.5M
- b. Sponsorships: \$1.8M [Cash & In-Kind]
- c. Misc & Hotel: \$244K

#### 3. Expenses: \$7.1M

- a. Meeting: \$3.0M
- b. Ops: \$4.1M

#### 4. New Items for 2017 Under Review

- a. Communications Program - \$160K
- b. G&A Increase in Sponsorship Resources - \$100K
- c. 1 Additional Editor for RFC Production Center - \$90K
- d. Event Coordinator Assistant to IAC - \$50K

Lou pointed out a couple of baseline assumptions: We are not going to increase registration fees in the budget. On the revenue side, there could be an impact on Singapore – a significant number of people may not show up. We could potentially lower registration fees by 5%, but are still debating with ongoing discussions.

Lou discussed some notable expense increases as described under Item #4 [above]. Some new programs and resources that were not required or covered previously, are now being asked for in 2017. There is a new Communications Program to increase the general awareness of the IETF hoping to lead to the long-term stability of the IETF.

Point 4, items a-d, will be discussed in more detail at the next scheduled meeting.

## 6. AOB

N/A

**Leslie adjourned the meeting at 1:00PM EST.**