Meeting: IAOC Meeting
Date: The meeting was called to order at 9:03 AM PDT by Leslie Daigle. Quorum was established.

Attendees
Lou Berger
Kathy Brown
Leslie Daigle, Chair
Ted Hardie
John Levine
Kaveh Ranjbar
Ray Pelletier

Guests
Alexa Morris
Avri Doria
Ekr
Ole Jacobsen
Russ Housley

Absent
Alissa Cooper
Tobias Gondrom

Scribe
Liz Flynn

1. Operations
a. Minutes 2017-07-18

Ted moved to accept the minutes. Kaveh seconded. Without objections or comments, the minutes were adopted.

2. IAOC Work in Progress
a. Recording of Legal Services RFP e-vote

After 20 years as IETF legal counsel Jorge Contreras is retiring on 31 December 2017.

The Legal Committee has developed the SoWs for the IETF Legal Services and IETF Trust Legal Services.

The Legal Committee has reviewed the Legal Services RFP and recommends that the IAOC issue it. Vendor responses to the RFP will be reviewed by the Legal Committee, which will make

recommendations to the IAOC and the IETF Trust to enter into Agreements with one or more qualified service providers.

Resolution: The IAOC approves the issuance of the IETF and IETF Trust Legal Services RFP version -02 for the purpose of identifying qualified legal service providers for the IETF and IETF Trust.

The e-vote having closed on Monday, September 4, 2017 at 11:59 PM EDT, the results are:

Lou Berger: [YES]
Kathy Brown: [NO VOTE]
Alissa Cooper: [YES]
Leslie Daigle: [YES]
Tobias Gondrom: [YES]
Ted Hardie: [NO VOTE]
John Levine: [YES]
Kaveh Ranjbar: [YES]

The resolution passes.

b. Updated document authentication procedures
c. Updated privacy statement

The legal committee has approved both of these updated procedures and circulated them to the IAOC.

Without any objections, both the document authentication procedures and the privacy statement were approved and will be posted on the IAOC website.

d. Meeting agenda editor tool

The tool the Secretariat uses to create the meeting agendas needs updates. Russ proposed to use some of the money that would have been spent on the RFC Editor project, <confidential> </confidential>, to watch how the Secretariat builds the agenda for IETF 100. With that data, a more accurate SoW can be prepared for a project in 2018.

Noting that Lou did not support this expenditure and would prefer to postpone more spending until the 2018 budget is finalized, the IAOC decided to move forward with spending the <confidential> </confidential> to better understand the scope of the project.

3. 2018 Budget

The Finance Committee is not too far along yet in the budget process.

Revenue Assumptions:
- Conservative meeting attendance numbers for 2018: 3,160 total
- Conservative sponsorship targets given new sponsorship committee: $1.5M - $2M
- No revenues from remote participation.

Expenses:
- New Legal and IAD transition costs
- Unknowns: RFC Series Editor cost, Legal Services cost, Interim IAD cost, IETF 103, capital investment program costs.
- ISOC Support will be higher than 2017

As incoming chair of the Finance committee, Michael Richardson will be invited as a guest to the remaining IAOC meetings where the budget is discussed.

4. Committee Reports

a. Sponsorship
Reported by Joe Abley via email on 6 September 2017

The Sponsorship Committee met twice, on August 16 and August 30. The committee reviewed actuals vs. budget for upcoming meetings and discussed proposed changes to the sponsorship products to be made available in 2018. More work is needed to structure the strategic vs. implementation conversations to allow the committee to function usefully, and a corresponding meta-discussion has started with the goal of making the committee more effective.

b. Finance
Reported by Lou Berger via email on 7 September 2017

- The transition to AMS for accounting support is underway, as of Sept 1. AMS is expected to be fully transitioned by Oct 1.

- June and July financial statements should be circulated shortly (by Liz). As usual, no specific review is required but questions/comments are welcome. Liz will post publicly, to the web site, if no comments are received by 9/21.

- The budget development is underway and should be largely done this month, ready for formal IAOC adoption in October.

- A more detailed budget discussion is slated for tomorrow, with discussion led by Ray.

c. Legal
Reported by John Levine via email on 6 September 2017

The legal committee has been busy this month, having finished the long overdue privacy statement and subpoena procedure and sent them along for the IAOC for approval and publication. We also finished the RFP for legal services, approved by e-vote and (I hope)

published by the time of the IAOC meeting.

The one current item left on our plate is what if anything to do about a policy for criminal subpoenas. Since there has only been one in the history of the IETF, and there seems to be no consensus on any of the details of how we would handle one, this may take a while.

d. Meetings
Reported by Ole Jacobsen via email on 7 September 2017

Summary of site visit to <confidential></confidential>.

5. AOB

Remote Registration Fee:
Should we charge a fee for remote attendance? How to go about determining an amount? The IAOC will discuss again next meeting.