

RSSAC Executive Meeting
25 June 2013

1. Agenda bashing

No changes.

2. a) Approval of minutes from previous meeting.

Executive approves minutes from 4 June 2013.

b) Discussion of how to publish minutes.

Minutes will be published on the website.

3. Motion to forward Exec and co-Chair appointments to Board for ratification. (Dropped ball from previous meeting.)

Barb has drafted the motion and submitted it to the Secretary of the Board for review.

Versign appointee to be named by 8 July.

ACTION ITEM: Barb to circulate draft of motion for co-Chair appointments to Executive.

4. Status of motion to forward Exec and co-Chair appointments to Board for ratification.

SKIP

5. Status update from work party to develop Operating Procedures for the Exec.

Bill gave an update on the OP draft. Two issues remain to be vetted (tie-breaking and legacy commitments) on the RSSAC listserv.

ACTION ITEM: Comments from Caucus due by 5/8 July.

ACTION ITEM: Finalized draft expected from Work Party by 12 July.

6. a) Status update from work party to expand role descriptions for Exec, Caucus, Open Community

A document is not yet available, but the roles have been discussed. The Caucus should do most of the work, with the Executive playing largely a process ratification goal.

ACTION ITEM: Suzanne will distribute a draft document on the roles of the RSSAC Open Community, Caucus, and Executive by 28 June.

b) Approval of text to send to "old RSSAC".

Executive approves text to 'old RSSAC.'

ACTION ITEM: Barb will set-up an email account for subscriptions and distribution.

7. Status of RSSAC-001 document and next steps.

??? (I lost track of the conversation because Fadi et al stopped by to say hello.)

8. Status of action points (see below).

9. Next meeting.

a) Proposal: Double-meeting in on the Sunday of the IETF in Berlin ("as usual") - first a full meeting with the Caucus, followed by a limited meeting with the Exec to discuss issues brought up in the bigger meeting.

Caucus meeting on Sunday; Aim for an Executive meeting on Monday afternoon—pending the IETF agenda.

b) Do we need yet another teleconf before such a meeting in Berlin?

ACTION ITEM: Barb to schedule a teleconference for the week of 22 July.

10. AOB

Suzanne Woolf motions for the IAB and SSAC liaisons to be non-voting observers of the Executive. The motion was seconded by Lars-Johan Liman. The motion passed.

ACTION ITEM: The Work Party will circulate the motion to the entire

list for discussion with objections due by 15 July.

ACTION POINT LIST

[2013-06-04]

1. Co-Chairs to draft message to the current mailing list about confirming participation in the RSSAC Caucus. COMPLETE
2. Barbara Roseman to draft motion appointing rotating Executive members to staggered terms. COMPLETE
3. Suzanne Woolf to draft communication to groups with liaisons to RSSAC confirming incorporation and participation in the caucus. DEFER
4. Bill Manning, Tim Shortall, Lars-Johan Liman to form work party on Operational Procedures. (Due by 28 July) COMPLETE
5. Suzanne Woolf, Paul Vixie, John Crain to form work party on expanding role descriptions of the Executive, Caucus, and Open Community. (Due by 28 July) COMPLETE
6. Barbara Roseman to circulate a Doodle poll to schedule next meeting. COMPLETE

25 June ACTION ITEMS

- **Barb to circulate draft of motion for co-Chair appointments to Executive.**
- **Operational Procedures Work Party to circulate draft document to the Caucus for comments. Comments from the Caucus due by 5 July.**
- **Operational Procedures Work Party to submit a final draft document by 12 July.**
- **Suzanne will distribute a draft document on the roles of the RSSAC Open Community, Caucus, and Executive by 28 June.**
- **Barb will set-up an email account for subscriptions and distribution.**
- **Barb to schedule a teleconference for the week of 22 July.**

- **The Work Party will circulate the motion to the entire list for discussion with objections due by 15 July.**