

# 2019-06-04 - Fedora Leadership Group Meeting

## Time/Place

**Time:** 12:00pm Eastern Standard Time US (UTC-5)

**URL:** <https://duraspace.zoom.us/my/fedora>

Or iPhone one-tap :

- US: +14086380968,,8128353771# or +16468769923,,8128353771#

Or Telephone:

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- United Kingdom: +44 (0) 20 3695 0088

**Meeting ID:** 812 835 3771

**International numbers available:** <https://duraspace.zoom.us/join?m=dLullwXLUv5-UK4kIXYkkH9mryRETY08>

## Attendees

- Chris Awre
- ~~Danny Bernstein~~
- Robert Cartolano
- Aaron Choate
- ~~Sayeed Choudhury~~
- Stefano Cossu
- Tom Cramer
- ~~Jon Dunn~~
- Karen Estlund
- Maude Frances
- Neil Jefferies
- ~~Mark Jordan~~
- Danny Lamb
- Steve Marks
- Rosalyn Metz
- Este Pope
- Robin Ruggaber
- Doron Shalvi
- ~~Tim Shearer~~
- Dustin Slater
- [Erin Tripp](#) (note taker)
- ~~Jennifer Vinopal~~
- ~~Ben Wallberg~~ (sick leave)
- ~~Eviva Weinraub~~ (Carolyn standing in)
- Jared Whiklo
- David Wilcox
- Andrew Woods
- Patrick Yott
- ~~Maurice York~~

## Agenda

Topic	Lead
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<p><b>Member renewal update</b></p> <ul style="list-style-type: none"> <li>1 new member, 1 upgrade, 7 cancellations, and 3 downgrades so far</li> <li>See "<a href="#">Membership Changes</a>" tab for net membership income/losses</li> <li>We are still in the black (by my estimates) for the 2019 budget. We've also identified some additional savings (not reflected in the net income estimate on the Membership Changes tab, including: <ul style="list-style-type: none"> <li>Travel reductions this Fall: ~\$5,000</li> <li>Not printing t-shirts for OR: ~\$4,000</li> <li>Allocating some of my time to grants and other work: Erin can likely provide an estimate of the savings here</li> </ul> </li> <li>This means we're ok for now, but if we get more significant membership reductions we may be in trouble. I would estimate we can withstand another ~\$30-\$40K in net losses (resulting in an impact of ~\$15-\$20K in this year's budget due to GAAP revenue recognition) so we should be prepared for this if it happens. The question for Leaders is: how should we deal with a shortfall if it occurs? Dip into reserves? Make further operational cuts? Reduce effort on Fedora 6? I would argue that the Fedora 6 work takes precedence, in large part due to the fact that we have significant investment from Leaders that will likely lead to further membership erosion if it is squandered: <ul style="list-style-type: none"> <li>\$22,000 (Penn State)</li> <li>\$10,000 (JHU - membership increase)</li> <li>\$15,000 (Emory - not yet official)</li> <li>\$22,000 (Michigan - not yet official)</li> </ul> </li> <li>This represents almost \$70K in direct Fedora 6 investment that we should put to good use. It will be important to get Leaders' feedback on how to proceed, but I would suggest we propose focusing on F6 work, making smart cuts, and drawing on reserves if necessary.</li> </ul>	Erin
<p><b>Memorandum of Understanding (MOU)</b></p> <ul style="list-style-type: none"> <li>MOU intended to define roles and responsibilities of Fedora Project and DuraSpace/LYRASIS as an organizational home. Keeping MOU and Budget as separate</li> <li>We do not expect to sign before July 1 - so it will likely be signed with LYRASIS instead of DuraSpace (e.g. after the merger is complete).</li> <li>Asking steerers to review and provide feedback. Need LYRASIS to review and provide feedback.</li> </ul>	Erin & Robin
<p><b>Upcoming Elections</b></p> <ul style="list-style-type: none"> <li>We should encourage Leaders to nominate themselves or others for the upcoming elections. They should all have received information and nomination forms already (May 28). Call for nominations will remain open 2 weeks and can be extended by a week if we don't receive enough nominations. David will be able to gather and act on nominations after OR, during the week of June 17.</li> <li>Some Leaders are elected with terms expiring this year and they can re-nominate if they desire.</li> <li>We also have 2 at-large seats for community members that don't require DuraSpace membership: we should brainstorm candidates, <b>particularly internationally</b>, and encourage them to be nominated. We would like the nominations to reflect the diversity of Fedora installations worldwide. Fedora is installed in 46 countries. The <a href="#">recent membership analysis</a> includes some data that may be helpful. <ul style="list-style-type: none"> <li>Over 60% of Fedora installations exist in only 4 Countries. The United States has the largest number of installations with 144 (40%), followed by Canada with 28 (8%), Australia (26 installations) and the United Kingdom (24 installations) (7% combined).</li> <li>When countries are grouped into macro-regions, Europe (excluding the UK but including Russia and Turkey) represents 29% of Fedora's installations worldwide.</li> <li>Twenty-seven (27) nations have only 1 or 2 installations.</li> </ul> </li> </ul>	Erin
<p><b>Review previous actions items</b></p>	Erin

## Previous Action Items

- All:** Raise the topic of how to get better data on who is installing/using what versions of Fedora with the Communication and Community strategy groups.
- Governance Group** - Review subgroups and organization before end of June. [Jennifer Vinopal](#) [Rosalyn Metz](#)
- [Maurice York](#) and [Robin Lindley Ruggaber](#) to ask their teams how things are currently structured on disk to compare against the OCFL spec.
  - Robin - the structure on disc is the way the Samvera stack structures them (for Fedora 4). Did not receive a satisfactory answer for Fedora 3. Not sure if we will move that forward. But we expect to be able to migrate.

## Minutes

- We do not have a quorum.

### Membership and Fundraising Update

- Make a special request to Leaders that they attend the next Leaders call. The next call is the week of July 4. ACTION - reschedule that meeting.
- Next meeting - We need to discuss budget mitigation based on membership renewals. We need to decide how to use the \$ raised for Fedora 6 (who will work on it and their availability)

## MOU Update

- We didn't have a quorum at the last Steering call so their review and feedback is pending before we send to Leaders.
- It includes the background on the project, tenets of the agreement, collaborative decision making, LYRASIS responsibilities (needs more review), the executive management support will stay roughly the same but we will have access to new staff with different backgrounds and experience. Some of the content still needs to be review by David. Financial management - reporting will be updated. No changes to the membership model.
- ACTION - [Robin Lindley Ruggaber](#) Send MOU to Steering today. Put deadline on review.

## Elections

- ACTION - Produce a list of Leaders, dates of Terms. Aiming for early next week.
- David is meeting with international Fedora users after OR. Perhaps find some candidates there.
- Extend the deadline? Any objections? ACTION - Erin to tell David the leaders present would like to extend the deadline to June 18 to
- Erin proposes nominating the new member from Japan. Mikiko Tanifuji.

# Action Items

- Send MOU to Steering today. Put deadline on review 04 Jun 2019