

USENIX Board of Directors Meeting
Monday, August 15, 2022, 11:00-12:00 p.m. PDT/2:00-3:00 p.m. EDT
via Zoom video conference

Minutes

Attendance

Board:

Kurt Andersen -- joined at 11:40 am PDT/2:40 pm EDT
Fatema Boxwala
Will Enck
Lea Kissner
Arvind Krishnamurthy
Laura Nolan
Amy Rich

Staff:

Casey Henderson
Jessica Kim
Ginny Staubach

Guests:

Jeff Tenenbaum, Tenenbaum Law Group, PLLC
Burton Li, Sutro Li
Robin Smith, Sutro Li

Not present:

Theophilus Benson

Rich called the meeting to order at 11:03 am PDT/2:03 pm EDT

Agenda

1. Welcome and Introductions

- a. USENIX Staff Organizational Chart**
- b. Important People/Companies**

Rich brought the meeting to order and welcomed new USENIX Directors Boxwala and Kissner. Introductions were made all around. Henderson explained staff roles, shared USENIX's Organizational Chart, and reviewed a list of people and companies important to USENIX.

2. Legal Responsibilities Orientation Presentation

Henderson introduced Tenenbaum, USENIX's attorney specializing in nonprofit law. Tenenbaum presented training on the duties and responsibilities of serving as a Director on a non-profit association Board and on the laws governing nonprofit organizations.

3. Responsibilities of a USENIX Board Member

Rich discussed the substantive duties of the Directors, employing Robert's Rules of Order when making motions and voting, and their roles as ambassadors to USENIX's communities.

a. Minutes of the Previous Meeting

i. June Meeting

Boxwala moved to approve the June meeting minutes. Enck seconded the motion. All voted in favor; none opposed. Motion carried.

4. Finance Orientation

a. Year-to-Date Budget Forecast Update

b. Risk/Exposure Report

c. July 2022 Reserve Fund Statements

Rich gave the floor to Li, who introduced himself and Smith of Sutro Li, USENIX's accounting service. Li reviewed USENIX's current financial systems, explained the format and use of budget forecast reports, and outlined the organization's strengths. Li and Smith answered questions posed by the Directors. Henderson noted that more about the financial reports will be covered in future meetings.

Nolan moved to adjourn the meeting. Boxwala seconded the motion. All voted in favor; none opposed. Motion carried.

Meeting adjourned at 12:03 p.m. PDT/3:03 p.m. EDT

William H Enck

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