

**USENIX Association**

**Board of Directors Meeting**

**August 18, 2014**

**Minutes, 08/18/14**

**Attendance:**

**Board:**

Carolyn Rowland  
Brian Noble  
David Blank-Edelman  
John Arrasjid  
Dan Klein  
Kurt Opsahl  
Cat Allman  
Hakim Weatherspoon

**Staff:**

Casey Henderson  
Natalie DeJarlais  
Toni Veglia - joined by phone at 9:20 a.m. PT  
Michele Nelson - joined by phone at 9:20 a.m. PT  
Julie Miller - joined by phone 9:00 a.m. PT  
Rik Farrow - joined at 1:21 p.m. PT  
Camille Mulligan - joined by phone, left at second break.

**Guests**

Michelle Suski, Discussion of reserve fund history  
Glenn Samson -- joins 9:16 a.m. PT by phone

BOD meeting for USENIX with prior notification to the BOD.

**USENIX Board of Directors Meeting Agenda**

Monday, August 18, 2014, 9:00 a.m.–5:00 p.m. PT  
Manchester Grand Hyatt San Diego, Bankers Hill Room, 3rd Floor  
Continental Breakfast: 8:15 a.m.9:00 a.m. PT  
Meeting begins promptly at 9:00 a.m. PT

*Meeting called to order 9:00 a.m. PT*

1. Minutes of the Previous Meetings (10 minutes) (Noble)
  - a. June, Meeting of the 2012-2014 Board

Question about the term “journference.” Yes, “journference” is different from “unconference.”

June BOD meeting for the previous BOD (Part A) accepted by all seven BOD members present for the June meeting, one abstention because he was not at the BOD meeting in question.

- b. June, Meeting of the 2014-2016 Board

June BOD meeting for the current BOD (Part B) accepted by all present.

- c. July

July conference call minutes accepted by all seven BOD members present for the July meeting, one abstention.

2. Changes to Regular and Consent Agenda (5 minutes) (Noble)

Explanation of consent agenda for new BOD members. No changes to the agenda.

3. Reserve Fund Performance and Projections (30 minutes) (Samson)

See below.

4. Financial Statements Q&A (60 minutes) (Suski)

Explanation of USENIX reserve fund including history of the fund. USENIX has been spending the reserve fund out of need. Need to find a way to reduce withdrawals from the fund. We have had good years re: investing, but it has leveled off by withdrawals. Need to prepare for potential bad years, which would be compounded by current withdrawal pattern.

Suski gave an overview of Accounting 101 for the BOD. Discussed financials specific to non-profits such as restricted vs non-restricted funds.

Samson joins 9:16 a.m. PT

Samson gives an overview of USENIX investing and his strategy working with the USENIX portfolio. Samson joined USENIX in 2000 as investment advisor.

Nelson joined at 9:20 a.m. PT

The BOD reviewed reserve fund handouts from Samson.

The audit committee requested a snapshot of the current portfolio. Samson will send to Staff to forward to the audit committee and current BOD.

The newer BOD members had an opportunity to ask questions about the investment strategy so they could better understand how the portfolio is managed.

Suski continued by talking about the Statement of Activities (aka Profit and Loss statement) and the impact restricted funding would have on the process.

Henderson and Noble reminded the BOD that USENIX runs OSDI every other year; 2012 was an OSDI year, 2013 was a non-OSDI year. Comparing a 2-year profit and loss sheet isn't an apples to apples comparison. The BOD discussed the impact of these differences on the budget for each year.

Noble talked about directed donations which would go into non-operating funds.

Suski discussed how numbers relate on the different reports, e.g. G&A, statement of functional expenses.

Reviewed schedule of conference event revenues and discussed how staff overhead is allocated.

USENIX plans to repeat SREcon twice in 2015; this is a low overhead event. Although Federated Conferences Week (FCW) will not occur again, ATC+HotCloud+HotStorage will still occur. That latter colocated event will require some staff time though less than FCW.

Veglia announced that the SaTC PI meeting is a go. Need to provide a cost breakdown, including G&A.

Noble reminded the BOD and USENIX staff about limitations when contracting with the Federal Government.

BOD worked on Financial Statement Quiz in small groups to test understanding of the budget. Reviewed outcomes from group discussion of Financial Statement Quiz. Discussion with Noble.

Henderson answered a question about how overhead is allocated in relation to data collected over the past year regarding the amount of staff time dedicated to specific events. USENIX used the data for budgeting for 2015.

The BOD asked how granular the data would be. Henderson replied that the organization tried collecting nuanced data but staff were spending too much time tracking how much time on each activity for each event (e.g. signs for FCW, posters for LISA, papers for ATC, etc.). Data to be collected will be less nuanced, e.g. by event. USENIX will know how much staff time was spent per event which will help with ratios for publication-heavy events.

Security is going to keep growing, so USENIX needs to increase the allocation for staff for Security. May discuss ways to add to attendee experience.

Discussed Open Access and how it impacts the budget. The BOD brainstormed ideas for promoting Open Access further and a model for continued financial support for it.

Break for 15 minutes, reconvene at 11:15 a.m. PT

Break: 10:45-11:15 a.m. PT

5. Board Expenses Policy Discussion (15 minutes) (DeJarlais & Veglia)

Discussion of reimbursements for the BOD. Some BOD members advocated for a per diem model. USENIX preferred keeping direct reimbursements because not all BOD members claim meals.

Discussion of BOD expensing to USENIX. Reference to the USENIX expense form:

<https://www.usenix.org/expense-report>

Scans of expense reports are fine.

**Action item:**

- **Change the instructions at the bottom of the expense form so sending an electronic version of the expense report is acceptable. [Henderson, Veglia]**

6. Development Committee Update/Planning (30 minutes) (Mulligan)

Mulligan talked to the BOD about annual giving to the organization and reminded them to investigate company matching. She also asked the BOD to talk to Noble about each member's preferred role in future development committee processes.

Allman, Weatherspoon, Opsahl, and Arrasjid are interested in working on the Development committee. Discussed plans for USENIX development process.

Breaking for lunch, Reconvened at 1:21 p.m. PT

Mulligan, Miller on phone

## 7. Future Conferences (60 minutes) (Henderson)

Two changes for EVT/WOTE: Dan Wallach agreed to take the EVT/WOTE workload to the editorial board instead of relying on USENIX staff and USENIX will not be doing EVT/WOTE as a two-day event in 2015.

The organizers are bringing in some invited talks for this year. The organizers are also ending the workshop with a session on the future of the workshop and the journal.

Henderson will be meeting with the HealthTech steering committee this week.

Security will be back in Washington DC next year.

Facebook has decided to fund a research award presented at Security. All of the details will be finalized today. The award will be a \$50K prize going to a paper that was published at the symposium this year. USENIX is in the final phase to determine the winner. The winner will be notified this week. Someone from Facebook served on the award committee but the rest of the committee consisted of Security committee members.

Had 100 more submissions (about 500 submissions) than last year with 69 papers being presented at Security this year. Security is a big research area. Security is directly on top of ACM-SIGCOMM and Crypto this week. USENIX tries to work with these organizations to avoid scheduling conflicts, but they still occur. On track to meet or exceed budget numbers with the number of attendees.

There is a question about whether to continue to make Security an academic conference. It already has a lot of industry participation and interest. There are already other conferences that are successfully industry-focused.

OSDI's program went live a week ago. The early-bird and hotel deadlines aren't until September so there isn't much to report yet.

TRIOS call just went out. This event is for second round papers for publication.

Looking for sponsorship for HotPower.

Diversity has great sponsorship from CRAW. Diversity is speaking about people as opposed to systems.

INFLOW with Margo Seltzer working as liaison for the event. There are also two local liaisons for workshops recommended by Noble.

LISA is conflicting with Amazon's event and O'Reilly's Velocity in Barcelona is the following week which is challenging for speakers and attendees.

The LISA program has been delivered to USENIX and the staff are working on posting it. The website will be available to staff and liaisons for testing and the full web site should go live next week.

As mentioned earlier, USENIX is organizing SaTC PI (NSF). The event is several hundred people, second week of January. It's a must-attend for the community. There is a defined attendee list; there isn't anyone who isn't a PI who would go to this. ShmooCon is taking place in January (17-19) but does not overlap with SaTC PI. DeJarlais will be leading this event from the executive side.

SREcon, not much to report yet. There will be two events in 2015, geographically separated.

NSDI: The steering committee chose to co-locate HotSDN with ONS rather than NSDI. It has expanded from a workshop to a symposium on SDN. USENIX continues to serve as an in-cooperation sponsor with ONS. NSDI will be at the Oakland Marriott City Center in 2015.

Booked ATC, HotCloud, HotStorage at the Hyatt Regency Santa Clara.

Discussed program chairs for HotStorage and HotCloud. They are not confirmed yet. HotCloud and HotStorage will work together on content to allow attendees to cross-over. ATC will follow after HotCloud and HotStorage later in the week. Discussed staff allocations for ATC and other events as USENIX plans the budget for 2015.

UCMS and URES are moving to LISA.

#### 8. Strategy Session: Potential Events (75 minutes) (Henderson & Noble)

The BOD needs to decide on the future of events at USENIX. Everything prior are things we had already discussed.

It would be great if we could identify events for the future. The BOD discussed ideas for the future as well as some past ideas that USENIX did some research into the feasibility for future events.

Break at 3:16 p.m. PT

#### 9. Next Meetings (15 minutes) (Noble)

- a. Monthly Meetings
- b. December Meeting

Monthly BOD calls the second Tuesday of the month:

- September 9
- October 14
- November 18

December in-person meeting is December 8th in Berkeley, CA.

#### 10. Executive Session

Separate notes.

#### 11. eCrime Research Symposium Proposal

eCrime is a symposium currently. If EVT/WOTE goes down to one day, that might be a day we could use for eCrime. BOD questions surround how many papers, how formal, and how much work it would be.

#### Action:

- **Henderson to work on getting answers to questions about increased papers and work out the potential staff cost of organizing this event.**

;login: publication

Discussed publishing some SRE content in ;login:.

Online tutorials/Video tutorials

Video tutorials are currently on hold. The BOD should recommend further investigation in terms of cycles. Henderson would talk to Miller and Mulligan to come back to the BOD with more data.

#### Action:

- **Talk to Miller and Mulligan about ideas to monetize videos. [Henderson]**

SnowBird

Seltzer suggestions via email to the BOD: Remove page limits on references, appendices, proofs, etc so that whether conference or journal, researchers could provide the complete picture of a piece of work and actually produce work that is of high scholarly quality.

#### Action item:

- **Write a policy on page limits on papers+references and other stuff. [Noble] - Completed 4:57 p.m. PT**

Secondly Seltzer suggested increasing posters at events such as NSDI and ATC.

Move to adjourn, second. All approved. Meeting adjourned 5:00 p.m. PT

Dinner: 6:30 p.m., Seasons 52, 789 W Harbor Dr, Suite 134, Carneros Room

#### CONSENT AGENDA

Sponsorship/Sales Report (Mulligan)

Risk/Exposure Report (Veglia)

Year-to-Date Budget (Veglia)

Membership Reports:

- Membership Monthly Comparative for 2014
- Current Membership Statistics