

# **Meeting: LLC Board**

Date: February 14, 2024

## **Attendees**

### **LLC Board:**

Maja Andjelkovic  
Lars Eggert  
Mirjam Kühne  
Jason Livingood  
Sean Turner

### **Staff/Secretariat:**

Sean Croghan  
Jay Daley  
Sandy Ginoza  
Stephanie McCammon  
Alexa Morris  
Laura Nugent  
Debbie Sasser  
Robert Sparks  
Lisa Winkler  
Greg Wood

### **Observers/Guests:**

Roman Danyliw  
Avri Doria  
Shauna Turner

### **Scribe:**

Michelle Cotton

### **Conflicts of Interest Declared:**

None.

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# Part I: Open to the Public

## 1. Record e-vote results

Two e-votes have been completed since the previous Board meeting.

a. The November 2023 Financial Statements were approved with the board e-voting as follows:

Maja Andjelkovic: YES  
Lars Eggert: YES  
Mirjam Kühne: YES  
Jason Livingood: YES  
Sean Turner: YES

b. The January 17, 2024 LLC Board Meeting minutes were approved with the board e-voting as follows:

Maja Andjelkovic: ABSTAIN  
Lars Eggert: YES  
Mirjam Kühne: YES  
Jason Livingood: YES  
Sean Turner: YES

## 2. Review & approve prior month's financial statement

The e-vote for December 2023 Financials will be sent to the board this week. Debbie Sasser reported the December financial statements match exactly what was given to the auditors without any adjustments. Debbie will be finishing the split of the investments and fair value measurement. We will be a week early for the auditors deadline for sending them the requested documentation.

## 3. Update on the IETF's technical work

Lars Eggert reports that BoF approvals have been done. Something to point out is the DULT work is going forward which is likely to get some media attention and Greg Wood is aware. The new IESG and IAB are trying to find dates for their retreats. This is proving difficult and we also are short a Security AD which doesn't help. The IESG hopes to hear from NomCom soon so the transition from Roman Danyliw to the new person can be discussed.

Looking at the latest numbers for IETF 119, the onsite registrations are on the low side. Will continue to monitor that to see what we need to do to have a successful meeting. Lars has approved a few fee waivers for locals in the policy/governance side who wouldn't normally go to these meetings.

The RFC series has occasionally published crypto schemes that have not been well reviewed or come from certain geographies or countries. Often authors need an RFC to get a code point. These have normally been published in the Independent Stream. The current independent stream editorial board would like to discuss alternatives to that approach. There might be a session in SAG either in Brisbane or Vancouver. Jay Daley indicated that the IETF is looking at DNS stuff again and that is valuable information for fundraising as we can tell a story to a target market. Lars mentioned this is related to the DELEG BoF. That will likely draw some broader interest. Sean Turner said the IRTF is looking at doing a research group to take a look at post quantum for DNS.

## 4. Executive Director Report - Public

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# Public Executive Director Report

For the IETF Administration LLC Board meeting on 14 February 2024

This report is provided by the IETF Executive Director and is read through at the meeting as it is not available to observers. This report is public and there is no separate confidential report.

## 1. Strategic Matters

### Risk policy and register

The board is asked to **approve** the Risk Management Policy and Risk Register. The Risk Register is expected to be a living document and will be updated at least annually.

***Action: An e-vote will be initiated for approval of the Risk Management Policy and Risk Register.***

## **ED Goals**

A draft of my goals for 2024 is ready for review. These are covered in the Board/ED section of the agenda.

## **2. Policies**

### **Antitrust**

Lead IETF counsel has returned from extended leave and provided feedback on the work that took place during their absence. This feedback is now being considered.

## **3. Finance**

### **2024 Budget**

We have discovered an error in the 2024 budget where the old registration fees were used. We will be providing a corrected version to the board in due course.

### **VAT**

The French VAT company that owes us money finally made contact with French counsel and proposed a payment plan, including some of our legal fees, to avoid court action. We have therefore postponed, but not cancelled, our court action and the first installment of €14,000 has been paid to our French counsel. The second installment is due by the end of February.

For IETF 119 Brisbane we have received a private ruling that we are required to collect GST and have therefore begun the process of applying for an Australian Business Number in order to register. GST is not back-dated in Australia and is limited to Australian residents, which means that once we are registered, we will need to charge it solely for Australian residents registering for IETF 119, whether remote or onsite participants.

Following discussions with our VAT consultants, we will not be applying for PST registration for Vancouver.

## **Audit**

The audit is continuing with no issues to report.

## **4. RFPs and contracts**

Nothing to report.

## **5. Meetings**

### **IETF 125 Asia**

I will be accompanying the meetings planning team on a site visit to Shenzhen in April.

### **IETF 119 Brisbane**

Onsite registration numbers are well down on previous meetings at this stage and we are not expecting a late surge given the high cost of travel. Current registration numbers will be provided at the board meeting.

One of the two anticipated co-hosts of the meeting - which is ICANN - has dropped out leaving us with a funding gap that we are aiming to fill with a local consortium.

## **6. Tools/RPC/RSWG/RSCE**

### **Infrastructure migration**

Our infrastructure migration project is well underway and continues approximately to plan. As a reminder, this is a high risk/reward project that is consuming much of the resources of the Tools Team and will do so until the end of March.

On the linked email migration project, the major upgrade of the mailing list software is due to complete by the time of the board meeting.

## **7. IESG/IAB/IRTF/Trust**

Nothing to report.

## **8. Communications/Outreach**

### **Community survey**

The annual community survey completed with over 2000 responses. Work is underway on the report.

### **IETF LLC Comms meeting**

The second IETF LLC comms meeting was held in January with a positive response to continuing these as regular briefings so they will now be planned and held monthly.

## **9. Fundraising**

### **Planned activities**

We will be hosting a small dinner at IETF 119 Brisbane with a foundation that has strong alignment with the IETF. This reflects our new strategy of focusing on a small set of potentially large donors.

## **10. Miscellaneous**

Nothing to report

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## **5. AOB & Questions from Observers**

None

## Part II: Board + Staff

### 1. Plan/timing of joint Board/Trust meeting in Brisbane

The LLC Board and Trust will have a joint meeting on Thursday, March 21, 2024 in Brisbane. Michelle will send out calendar invites and agenda.

### 2. Update on 119 Plenary Financial presentation

The LLC Board will present an update about IETF finances at the IETF 119 plenary session in Brisbane. Debbie Sasser and Jay Daley have made additional updates to the presentation. Board members should review the slides and provide feedback.

### 3. Discuss board retreat

The LLC Board retreat will be held 14-15 May 2024 in Philadelphia. Michelle will send out calendar invitations and planning details.

## Part III: Board + ED Only

### 1. Draft ED Goals 2024 for review

Goals were discussed and the board will take a few days to review it before final approval.

### 2. Check in on fundraising - status on Q1 commitments

The board checked in on this and everything seems on track.

Jason also took the action item to reach out to ICANN leaders to better understand why they were unable to co-sponsor IETF 119 as expected. He will do so before 119, as the board plans a comprehensive financial presentation and Jay is working on funding pitches specific to the domain name industry - given that they heavily depend on current & future IETF standards.

## Part IV: Board Only

### 1. AOB

Short discussion of plans for a retreat.