

OpenStreetMap Foundation
Management Meeting (Board)
On-line (Skype)
on the 13th September 2007
20:00 BST (19:00 UCT)

MINUTES

	Present	Steve Coast, Etienne Cherdlu, Andy Robinson, Richard Fairhurst, Mikel Maron, Mike Collinson
	Apologies.	Cory Burger
	Minutes of last Meeting.	N/A
	MATTERS ARISING	(All New Items - this being the first full meeting of the new board)
1.	Roles and responsibilities	<p>The roles and responsibilities of the elected members were discussed with the following primary areas and assignments agreed:</p> <ul style="list-style-type: none"> • Software & Servers - Steve • Legal - Richard and Mikel (with support from Andy as required) • Membership - Mike • Press & Media - Richard • Business Development - Mikel <p>Steve continues as Chair, Etienne as Treasurer will continue to be responsible for all financial matters and Andy has taken over Imi's position as Secretary.</p>
2.	OSMF Communications	<p>Andy confirmed that the OSMF has its own domain (osmfoundation.org - registered by Andy) and a Standard Google Apps facility has been established. There is webspace provided with Google Apps but it was felt that an OSMF website for members would be better served from one of the OSM servers similarly to the way the SOTM website had been established. Mike agreed to look into establishing a basic website to communicate to members. The SOTM website was established using a Wordpress backend and this same approach might be considered for OSMF. Andy agreed to set up new @osmfoundation.org email addresses for the new roles created.</p>
3.	Company Return (including Finances update)	<p>Steve stated that he had received a reminder from Companies House that the company Annual Return was due by September 19th. Andy confirmed that both he and Etienne had access to file with Companies House online. Andy to make the return by the due date.</p> <p>Etienne gave an account of the current financial situation and provided Balance Sheet and Income Statements. OSMF had Income of 18,714.46 and Expense of 7,250.43 for the period</p>

		<p>ending August 31st 2007. Approximately £6,000 of the income is still due, principally from Corporate sponsorship for the SOTM conference. The largest expenses during the year were incurred in running the conference. Etienne suggested that the current surplus should be put towards improving the OSM server hardware and confirmed that Sys Admins were investigating and specifying requirements. This raised the question of the amount of reserve that OSMF should hold. Etienne felt that with the current size and potential liabilities of the OSMF that a reserve of £2000 was sufficient.</p> <p>Etienne stated that the board had 10 months before certified accounts would need to be prepared and that he was investigating options for who might be suggested/recommended to undertake this work.</p>
4.	Local OSMF Chapters	<p>Etienne gave an account of the established proposal to extend OSMF affiliation through local (country) chapters. To date discussions had been ongoing with OSM contributors in Spain, Canada and the Netherlands. A proportion of fees levied by local chapters would be passed to OSMF. In return, local members would also be members of the OSMF.</p> <p>To safeguard OSM's intellectual property Steve proposed that OSMF should secure the OpenStreetMap trademark. Steve stated that the cost of doing so would be in the region of £600. Proposal seconded by Mike. Steve to initiate the process.</p>
5.	SOTM 2008	<p>Through a contact in Hamburg, the University there had offered to host the next conference in a similar fashion to the role fulfilled by Manchester University this year. While the offer was noted it Etienne felt that the most important factor was mobilising an organising committee and that at least one person local to the eventual venue was vital.</p> <p>Steve suggested that setting a firm date now would help focus attention. Some discussion on the timing continued but in the end it was decided to keep the same weekend as this year and thus the date proposed and agreed will be 12/13 July 2008.</p>
6.	OSM Mapping in developing regions	<p>Mike presented some alternative ideas for mapping in developing regions relating figures for the Philippines where he has contact. The cost of a GPS there is equal to one month's salary for a young professional. The cost of paying someone to map for a year being roughly equivalent to the cost of 12 GPS units. Thus paying people to map may be both necessary and an advantage in some locations. Mike agreed to work up a business proposal for submission at the next meeting. Mike also noted his links through his wife to diplomatic circles. Mikel also confirmed his interest in this area and his existing contacts with the United Nations.</p>
7.	OSM Data Licence	<p>Mikel gave a brief summary of the current issues surrounding the current OSM licence. All agree that the current licence does not fulfil all of the needs of both the project and its users. The principal need is for appropriate legal advice or possibly even the drafting of a new data licence suitable for OSM's use. Some work is being undertaken by Peter Miller with £3,000 of funds available for a lawyer, however OSMF is not in the driving seat in respect of this. Mike noted the contact details of a Finnish Creative Commons lawyer. The possibility of an approach through O'Reilly was also suggested.</p>

		It was agreed that Richard and Mikel will lead the Licencing work with support from Andy as required. No specific action requirements from this meeting.
8.	Steve visit to Los Alamos	Actually a conference in Santa Barbara but raised to highlight the need to have consensus on what is a justifiable expense for OSMF. It was agreed that promotion of OSM is a specific goal for OSMF and therefore reasonable and focused conference attendance was vital. However this particular conference was an opportunity to network with senior players in the geodata field rather than an opportunity to promote OSM. No firm consensus was reached and it was agreed that Etienne in his capacity as Treasurer would continue to evaluate and approve expense for individual trips as the arose and as finances permitted. Richard received a copy of an OSGeo circulated email regarding CODATA/GBIF/Science Commons sponsored data licence workshop to be held at the Sorbonne on Sep 24, 25. Unfortunately nobody able to attend. Richard to obtain, if possible, feedback through OSGeo contact.
9.	OSMF Membership	Mainly covered by earlier discussions. Andy to pass data protection information he has to Mike
10.	OSM Merchandise	Steve brought up the issues surrounding the present OSM merchandise. Current online facilities for mugs etc were not ideal and needed updating. Several ideas to improve merchandising were discussed including the selling or maps. Someone to take on the role of merchandise manager is needed.
11	Next meeting	8:00pm, Thursday 11th October 2007 via Skype conference call
	ANY OTHER BUSINESS	(Steve not present)
12		OSM Sever disk space on db almost running out with just one week capacity left. Five donated disks need to be collected from High Wycombe. Richard raised question about having a service level agreement.
13		Richard reported that primary school in Swindon in collaboration with regional Sustrans officer were working on a cycle map of the town as a project using OSM data. Improving and encouraging links with educational establishments to be encouraged.
14		Meeting closed at 22:30