

# **OpenStreetMap Foundation**

## **Board Meeting**

**13th October 2009, 18:30-10:05 BST**

**Call in**

## **AGENDA and MINUTES**

Present: Ulf Möller, Mike Collinson, Henk Hoff, Steve Coast, Andy Robinson, Simone Cortesi, Mikel Maron

Minutes of 15th Sept meeting.  
[http://docs.google.com/a/osmfoundation.org/Doc?docid=0AQJ1pRj49B-3ZGdqOWh6aGZfMGN4cTM4bWY1&hl=en\\_GB](http://docs.google.com/a/osmfoundation.org/Doc?docid=0AQJ1pRj49B-3ZGdqOWh6aGZfMGN4cTM4bWY1&hl=en_GB)  
(and published for public viewing as  
[http://docs.google.com/View?id=dgj9hzhf\\_0cxq38mf5](http://docs.google.com/View?id=dgj9hzhf_0cxq38mf5))

Proposed: Andy  
Seconded: Henk  
The minutes were accepted.

### **MATTERS ARISING.**

#### **A record of action items from the previous meeting.**

- Mike - Announce positions to osmf-talk (done)
- Henk - we need to know the SOTM venue amount -> Andy (done)
- Mike/all - Create a Google Doc for WG chairs and members. We will work on this off-line before the next board meeting. (pending)
- Steve - Scan Clark's

letter of engagement and circulate. A copy should be held by the Secretary. (done)

- Andy - make the payment and transfer the domain openstreetmapS.org to GoDaddy (payment done, domain transfer done, now redirecting to main site)
- ---> Andy - NEW. complete funding drive proposal
- ---> Mike - NEW - congratulations to grant
- Andy - European UnionTrademark. Laudit Solicitors payment (will be done as part of 80n->Andy handover)
- Henk - Organise debriefing meeting of previous year's SOTM WG, document what went well and what did not; wrap up video/audio for 2009; kick off SOTM 2010. (done, will happen tomorrow, to follow up an informal meeting two weeks ago; vimeo account only allow us to upload limited video per week; RFQ announcement being prepared)
- Mike - Add directors liability insurance to items to verify with UK legal counsel (done, we need to get "D&O" insurance, see below)
- Andy - GSoC mentors travel - Liaise with Ian to get invoice prepared. (invoice pending, liaison done)
- Henk - circulate the Local Chapters

agreement to board  
when more complete.  
(pending)

- Steve - Make foundation website switch to wikimedia happen (done)
- Mike - Ask Simone if he would like to get involved in dev server account policy (yes, Simone will take this on)
- Simone (via Mike) - Ask Nick for spreadsheet identifying roles and tasks which we will use to ask for help from the community. (done)
- Mike - talk to a lawyer re definition of members and also on the protection and use of our data. (ongoing)
- Andy/Mike - General data use and protection viz a vis UK DPA (Data Protection Agency) (pending lawyer contact)
- Mike - Google doc for WG members and chairs

2

### **Working Group chairs and members:**

Pending, we will work on this off-line.

3

### **License / Legal:**

- New License Update  
- Open letter

Matt via Mike - Change asking for "advice" to "views" or "views and informal opinion".

Matt/Ulf via Mike - Change link in letter to a wiki link, not a Google document.

- Formal proposal to  
Foundation members

Ulf - Migrate Google doc to  
Foundation wiki.

No further discussion on the  
actual content.

- Draft vote format

LWG requested a yes or  
explicit edits to the vote and  
survey wording in:

[http://docs.google.com/a/osmfoundation.org/Doc?id=dd9g3qjp\\_3ffzfd6tm](http://docs.google.com/a/osmfoundation.org/Doc?id=dd9g3qjp_3ffzfd6tm)

The board agreed to the  
wording as proposed.

- Vote date and eligibility

The proposal should go out to  
members as soon as  
possible. The board decided  
to set a provisional voting  
start date of one day after  
the next board meeting or 14  
days after members have  
received the proposal,  
whichever is later. Provided  
that there are no serious  
reservations raised by the  
OSMF members or as a result  
of open letters before that  
meeting, the board will vote  
on giving the green-light at  
that next meeting. The  
boards wishes to be copied  
on substantive response  
received from the open  
letters or from the  
community and will discuss  
them via email.

LWG proposed making  
January 23rd membership  
vote eligibility cut-off date  
more current, Oct 13th, the  
date of this meeting. Mike, as

membership secretary, affirmed that he had seen no membership join-up activity that he would deem as suspicious. The board agreed to the proposal.

- Trademark

Nothing new.

- Registered address

A pending change occur once Treasurer handover is complete.

- Other

A template reply letter is now available for companies asking permission to use OSM data or OSMF services.

[http://docs.google.com/View?id=dd9g3qjp\\_9ddvp98g6](http://docs.google.com/View?id=dd9g3qjp_9ddvp98g6).

Mike - LWG should put this on the Foundation wiki and then liase with Data WG as to effective handling of future enquiries.

LWG is continuing work on Website Usage Terms. A revised version from Clark Asay

[https://docs.google.com/a/osmfoundation.org/Doc?id=dg3p525h\\_04jtsdqq4](https://docs.google.com/a/osmfoundation.org/Doc?id=dg3p525h_04jtsdqq4)

4

#### **Working Group Reports:**

- SOTM 2010 - Henk

A wiki request for venue page is now open. Formal kick-off will be tomorrow night.

- Local Chapters: Henk

Nothing to report.

- Technical - Steve

There are plans for a sysadmins meet-up; nothing else to report.

AI Steve -put together a procedure for upgrading wiki and wordpress instances.

- Data - Mikel

Grant has now set up OTRS Ticket system. All current Data WG issues have been moved into it. It needs an upgrade before going into full production use.

Automated edits that go haywire. Matt has implemented "SoftBan" that temporarily limits a contributor's edit capabilities and sends them a message. Not exclusively for bots, but that is the primary target.

Communication channel improvement is also planned, so that it is easier to contact contributors.

One or two more people in the Data WG on the admin side would be appreciated.

Andy - get website pages updated with right "if you need help" communication information on both [www.openstreetmap.org](http://www.openstreetmap.org) AND wiki AND Foundation sites.

- Articles - Andy

Nothing to report.

- Data Import - Steve

3 meetings so far but some more coordination required to get everyone on at the same time.

- Membership - Mike

We have 252 members; 1 new Danish member, no expiries, no renewals since last board meeting. This is typically a very slow part of the year for memberships.

Mike has a very early Perl-based membership management system running off-line that will allow self-registration, membership approval, membership statistics, a semi-automated renewal system with the ability to send mail-merge email. It will allow us to capture member data such as country and give the ability for privacy settings and opt-out of Foundation osmf-talk communications. With Grant Slater's help, this will be installed for early testing and comment on the Foundation website.

Mike/Andy - review paypal notifications to make sure that they are being received properly for new member applications.

- Communications

The Foundation website has now been moved from WordPress to MediaWiki, all existing pages have been migrated over and Board members will have accounts; thanks to Grant Slater and Ulf Möller for achieving this.

An OSMF blog is also now available and board members have been sent logins. This joins a Twitter account. Material should be of general OSM interest and does not

need to be "official" view.

Steve proposal - OSMF logo competition/brief in same way SOTM logo was found. A **Steve - Organise**

Several new country mailing lists have been set-up as well as an OSM "announce" and "tagging" mailing lists.

As several OSMF members have unsubscribed from osmf-talk mailing list, we need an alternative to reach all members. A limited use osmf-announce mailing list may be the best option. **Mike to organise.**

### **New proposed Working Groups:**

- Fundraising

We have no specific major fund requirements, so this will be a long term project.

- User experience

This is of importance but currently beyond our resources to kick off in as we have several Working Groups getting going. We will re-address later at later meetings.

### **Volunteer Roles**

#### **Membership:**

Data Protection -

Mike has found two UK-based lawyers specialising in non-profits and has an informal quote from one for GBP 500 for writing a formal brief on the questions of the legal relationship between



"Members" of OpenStreetMap as a UK company limited by guarantee and "members" as in supporters who pay a GBP 15 annual fee, our responsibilities for protecting/publishing Member/member data and options for updating our Articles of Association to reflect our operating conditions. He has circulated an informal report to board members in which the key points are: 1) It would appear that there is no formal link between Members and members unless the OSMF board explicitly resolves that there should be; 2) our current Members are most likely to be the original incorporators and this should be updated to include at least the current board members.

We will discuss concrete action after Mike reports formal advice at the next board meeting.

Confidentiality Agreement -

Pending Mike's formal engagement of UK-based legal counsel

6

**Insurance & legal compliance:**

Mike has been advised informally but strongly by a UK lawyer that even as a non-profit we should obtain "D & O", Directors and Officers liability insurance. Mike is getting quote(s).

7

**Yahoo!**

Several contacts have been made but we are unable to get any formal written

agreement on the use Yahoo imagery which is a concern given their recent staff turnover.

Steve - Kick off a broader initiative for finding more sources of aerial imagery

8

### **Russian Community, Satellite Imagery**

A potential donor would like an agreement with a formal entity for allowing access to ?6m imagery for making the OSM map of Russia. Since there is currently no formal Russian OSM organisation, this falls on the Foundation.

We will indicate our interest and willingness but need to see exact terms and conditions.

Mikel/Andy - respond positively to the email

### **AOB**

9

### **NetCologne server/hosting offer**

Offer on table for loan of a good server, with no bandwidth limit. Free but attribution needed. Possibility of putting wiki here instead of Imperial. There was board discussion on the merits of ease of central administration of our current core system versus the merits of more distributed system with ability to keep going in the event of outages.

Andy - Respond that we are interested in offer but will need to ask the community for advice on exact use.

Date of next meeting. Nov 10th (check PST, clocks

change) 18:30 BST / 19:30  
CET