

Etudes Board of Directors Meeting Notes

Date: May 13, 2016

Location: South Lake Tahoe, Ca

Meeting called to order at 10:38am by Chair, Eric Ichon.

1. Roll Call

Eric Ichon, Chair – present

Jennifer Azzaro, Secretary – present

Michael Carter, Treasurer – present (via Skype)

Matt Coombs – present

Margie White – present

Vivie Sinou, Executive Director – present

2. Reading of the Minutes of the preceding meetings

3-23-16 conf call and 10-30-15 - Minutes approved as read.

3. Reports of Committees

Nothing to report.

4. Reports of Officers & Executive Director

4.1. Etudes Production – reported by Vivie Sinou

- 5% increase in Web-Enhancement
- Research being done on Amazon Web Services.

4.2. Software Development – reported by Vivie Sinou

- Code, logs and monitoring are all being maintained.
- Etudes is continuing to evolve and support its customers while developing LTI tools for teaching and learning.

4.3. Community Update

- Etudes continues to support many clients and will serve the same number of students in 2016-17.
- The Board discussed strategic directions for Etudes in the coming years.

4.4. Other Operational

Nothing to report.

4.5. Financial Report

Etudes remains fiscally stable and continues to add funds to its reserves. The Executive Director presented the Board with a multi-year financial plan. The Financial Report and supporting documents were approved as presented.

5. Old and Unfinished Business

The Board discussed the status of strategic directions outlined in previous meetings.

6. New Business

6.1. Board Appointment

Margie White will replace Jon Townsend for the remainder of his term, concluding October 2018.

6.2. Officer Appointments

Margie White will become Secretary and Jennifer Azzaro will become Vice Chair, starting with the next Board Meeting.

6.3. Holiday Schedule

The Holiday Schedule was approved as presented.

6.4. Review of By-Laws

6.4.1. Mission/Purpose

The Board discussed the following changes, to be voted on at the next meeting:

Remove instances of "open source" and change "application" to "applications".

Article III: Mission, #5: Change "application framework, and the development of related tools and capabilities" to "applications framework and the development of related services, tools and capabilities"

Article IV: Membership, Remove 4.2 and 4.3.

Article V: Membership Meetings, Remove

Article VI, Functions #4 and #7: Remove

Article IV, Board Elections, change from "Board Meeting at the Etudes Summit" to "fall Board meeting".

6.4.2. Number of Board Members

Article IV: 5.2 b(4): Remove

Article IV: 5.2 b(7): Remove

Article VI: 5.3 (a): change members from 5-7 to 3-7.

Article VI: 5.3 d(1): change to "at least twice" to "at least once".

Article VI: 5.3 d(3): Remove

Article VII: 6.4 change "The Treasurer shall make a report at each physical Board meeting, at least twice a year" to "The Treasurer or Executive Director shall make a report at each physical Board meeting, at least once a year."

6.5. New Directions

The Board discussed several opportunities for broadening the scope of Etudes while continuing to support existing customers.

The Executive Director demoed new software development.

7. Adjournments

Adjourned 3:16pm.

7.1. Next Meeting Date & Location

Feb 24, 2017 in San Francisco Bay Area
