

WIKI SOCIETY OF WASHINGTON, DC INC.
Board of Directors Meeting

October 9, 2011
Martin Luther King Jr. Memorial Library, 901 G Street NW, Washington, DC

Board Members Present: Nicholas Bashour
 Katie Filbert
 James Hare
 Kirill Lokshin
 Robert C. Platt
 Tiffany L. Smith

Board Members Not Present: Daniel Rosenthal

The meeting was called to order by Mr. Bashour at 2:31 PM.

1. A motion by Mr. Hare to ratify the rescheduling of the October 8 meeting of the Board of Directors to October 9 was seconded and passed without dissent.
2. A motion by Mr. Platt to approve the Minutes of the September 10 meeting of the Board of Directors in the form previously distributed was seconded and passed without dissent.
3. A motion by Mr. Hare to approve the Minutes of the October 1 Annual Membership Meeting in the form previously distributed was seconded and passed without dissent.
4. Mr. Lokshin reported that the Corporation had 40 members in good standing.
5. Mr. Hare reported that the Corporation had received a grant of \$5,195.13 from the Wikimedia Foundation, and that the grant included a restricted gift of \$400 earmarked for the “Wikipedian-in-Residence” program at the National Archives. He further reported that, after outstanding expenses had been paid, the Corporation's assets stood at \$5,165.22 and the Corporation's liabilities stood at \$0.

* Ms. Filbert joined the meeting *

6. A motion by Mr. Hare to authorize Mr. Platt to obtain quotes for Directors and Officers Liability Insurance on behalf of the Corporation was seconded and passed without dissent.

* Ms. Filbert took the chair *

7. Ms. Filbert reported on the progress of the pilot Library Lab program at the Martin Luther King Jr. Memorial Library, and noted that the Library Lab would participate in the North American “Wikipedia Loves Libraries” initiative in November.

8. A motion by Mr. Hare to accept the restricted gift from the Wikimedia Foundation for the purpose of funding activities related to the “Wikipedian-in-Residence” program at the National Archives, and to authorize the expenditure of funds in support of said activities, was seconded and passed without dissent.
9. Speaking on behalf of the Legal Committee, Mr. Platt reported that the committee had examined the Corporation's Bylaws and the District of Columbia Code, and had concluded that Mr. Rosenthal would remain a member of the Board of Directors in good standing until such time as he tendered his resignation or his successor was elected and qualified. He further reported that the committee was preparing a draft of the Non-Discrimination Policy.
10. Mr. Hare submitted a written report regarding the September 25 meeting of the Wikimania Committee on behalf of the committee, and the report was placed onto the Minutes:

A total of three people attended in person: myself, Katie Filbert, and Bob Platt. No one attended over Skype.

Matters of the venue were discussed. Katie, who is responsible for sponsorship, noted that whatever sponsorship we pursue is contingent on the venue. Our venue of choice, Georgetown University, is proving to be a challenge since they are proving incapable of providing us with any space beyond the conference center. Thus we are looking to other venue options. The most conservative would be to find an alternate venue for the plenary sessions, using the conference center to hold breakout sessions. This is made possible by the fact that the grand ballroom can be partitioned for different uses. Bob will be researching large auditoriums in the vicinity of Georgetown University. In the event we must change venues entirely, I will continue my research into American University and the Walter E. Washington Convention Center as venues, and Katie will continue inquiring with George Washington University. All venue matters must be wrapped up by October 15.

Sponsorship matters were discussed. Katie noted that Jimmy Wales has expressed an interest in helping us find sponsors, as have Sarah Stierch and Andrew Lih. Katie will be inquiring with her associates at Microsoft's office in the D.C. area. There was a consensus that before people are charged with soliciting money on the conference's behalf, there must be an agreed-upon set of sponsorship benefits. Katie is tasked with assembling a team of people pursuing particular sponsors, and a task management system will be implemented to ensure that no one is doing redundant work. The team should be assembled by October 5, with the community informed by then.

The hiring of a conference organizer and other paid staff was discussed. There was an agreement that the conference organizer should not be paid based on funds raised, nor should a paid volunteer coordinator be hired. Our discussion with Peter Corbett of iStrategyLabs was stalled, since we

do not know what to offer him as payment. We agreed that we should ask him how much he would like to be paid, the idea being that he would not want to price himself out of this job. If his rate is a per-hour figure, we should further ask him how many hours he would work. Katie will resume correspondence with Mr. Corbett. There is also interest in the hiring of a temporary accountant to handle Wikimania receipts and invoices. Said accountant should be a person capable of making judgments on the validity of such invoices, and not merely be a clerk.

A dedicated person to correspond with U.S. Customs and Border Patrol was discussed. While Tiffany Smith will be working within the State Department to ensure that all overseas consular staff are informed about Wikimania, there was a concern about her corresponding on behalf of the conference while also being in a position of power in the U.S. government. Retired foreign service officers may be worth pursuing for this task, given that they are wholly dedicated to the success of Wikimania.

A timeline for organizing Wikimania was discussed. While December 1 was accepted as the launch date for registration, scholarship applications, and the Call for Papers, we recognized that a Program Evaluation and Review Technique (PERT) approach to planning should be pursued. For registration to open, a venue must be reserved, the accommodations must be reserved, and the special event venues must be reserved. Once all physical spaces are lined up, sponsorship is pursued. When we know where we are with spaces and finances, registration can then open. In order to begin accepting scholarship applications, the scholarship committee must identify scholarship criteria, prepare a common application for scholarships (as was discussed at the meeting), and our sources of money for scholarships must be known. In order for the Call for Papers to be published, the date and venue of the conference must be known, a schedule must be prepared around the space availability/limitations, a submission process must be developed, then the Call for Papers can be circulated. For printed materials, including a book containing the Wikimania proceedings, the program and sponsorship aspects must be settled first.

The Wikipedian of the Year Award was discussed. This award, which was first granted at Wikimania 2011 to Rauan Kenzhekhanuly of the Kazakh Wikipedia, was contrasted to an earlier idea of having an awards dinner. The concept of the awards dinner was criticized as being too specific to American culture; Katie highlighted her conversations with European attendees of the Wikipedia in Higher Education Summit in Boston. Yet the Wikipedian of the Year Award did not seem to cause a stir; it was more an opportunity to highlight the works of smaller Wikipedias in the Global South, and the winner of the award received a standing ovation. Jimmy Wales has expressed an interest in continuing the award; I will

correspond with him on his vision for this award.

The next meeting was scheduled for Sunday, October 23 at 2 PM at a location to be determined, but ideally within walking distance of a Metro station. A better effort will be made to involve online participants.

11. Speaking on behalf of the Fundraising Committee, Mr. Hare reported that the Corporation's budget for the 2011–2012 fiscal year included a number of ambitious revenue initiatives, and that the committee would focus on seeking additional grants from the Wikimedia Foundation in the immediate future.
12. A motion by Mr. Lokshin to instruct the Fundraising Committee to develop a Fundraising Plan for the 2011–2012 fiscal year by December 1 was seconded and passed without dissent.
13. A proposed resolution authorizing the use of the trade name “Wikimedia District of Columbia” was discussed. A motion by Ms. Filbert to adopt the resolution was seconded and passed without dissent, and the resolution was entered into the Minutes:
 1. The Corporation, having been recognized by the Wikimedia Foundation as a Wikimedia chapter organization, adopts the trade name “Wikimedia District of Columbia”.
 2. The Board of Directors authorizes up to \$75.00 per two years to be spent from the taxes and administration budget for the purposes of filing a two-year trade name registration for said trade name with the District of Columbia.
 3. When doing business as Wikimedia District of Columbia, the Corporation shall use a logo which shall be the Wikimedia logo with the logotype "Wikimedia District of Columbia", designed in a manner consistent with the Wikimedia Foundation visual identity guidelines.



14. A proposed resolution clarifying the associated budget line items for previously authorized expenditures was discussed. A motion by Ms. Filbert to adopt the resolution was seconded and passed without dissent, and the resolution was entered into the Minutes:

1. The resolution to reimburse Mr. Platt for the filing of IRS Form 1023 adopted July 12, 2011 is amended by striking the resolution and replacing it with the following text:

The Board of Directors authorizes up to \$760.00 to be spent from the taxes and administration budget for the purposes of filing IRS Form 1023.

2. The resolution to reimburse Mr. Lokshin for the filing for a District of Columbia Charitable Solicitation License adopted July 12, 2011 is amended by striking the resolution and replacing it with the following text:

The Board of Directors authorizes up to \$350.00 to be spent from the taxes and administration budget for the purposes of filing an application for a District of Columbia Charitable Solicitation License.

3. The resolution regarding technical expenditures adopted on September 10, 2011 is amended by striking the resolution and replacing it with the following text:

The Board of Directors authorizes expenditures of up to

\$550 per year to procure web hosting and domain names, and up to \$165 per two years to procure a Secure Sockets Layer certificate or a similar website security mechanism, both from the technology budget.

15. The re-drafting of the Corporation's Bylaws was discussed.
16. The Corporation's strategic planning process was discussed.
17. A motion by Mr. Platt to solicit applications for the position of Event Coordinator, with the expectation that said coordinator would organize at least two events during the 2011–2012 fiscal year, was seconded and passed without dissent.
18. A proposed resolution regarding the Corporation's support for the Wikimedia Foundation was discussed and amended. A motion by Mr. Bashour to adopt the resolution as amended was seconded and passed without dissent, and the resolution was entered into the Minutes:

The Wiki Society of Washington, DC Inc., as an official Wikimedia chapter, supports the mission and goals of the Wikimedia Foundation, and promotes Wikimedia projects as a means to collect, develop, and disseminate educational content under a free license or in the public domain.

In working towards these goals, the Society maintains a working relationship with other Wikimedia chapters, the Wikimedia Foundation, and the Wikimedia project communities.

19. The date of the next meeting of the Board of Directors was set to November 13, 2011, at 2:00 PM, at the Martin Luther King Jr. Memorial Library in Washington, DC.

The meeting was adjourned at 4:28 PM.

Approved on _____, _____, _____.

Kirill Lokshin
Secretary

Katie Filbert
President