

## **OpenStreetMap Foundation**

**18th May 2011**

### **AGENDA & MINUTES**

#### **Participants**

Present: Oliver, Henk, Ivan, Mikel, Steve

Apologies:

Unavailable: Simone

#### **Agenda and Minutes**

##### **Administration**

Approve minutes of previous meeting

Minutes of 11 May 2011

- proposed: Mikel
- seconded: Ivan
- No objections
- approved

Minutes of 30 Mar 2011

- proposed: Henk
- seconded: Oliver
- No objections
- approved

#### **Agenda items for this meeting**

# Old Business

## Budgeting

Review of Budgeting documents. Where tasked to Emilie & Mikel. Reassigned to new Treasurer and Mikel. **[ACTION: Oliver & Mikel] Pending**

## Banking

Banking accounts needs to be transferred to other people within board **[ACTION: Oliver]** Requested the transfer documents from Barclays bank. Waiting for the documents to arrive. Due to time to process the documents, it's expected to have the banking accounts transferred around mid June.

## Accountant

The accountant currently prepares OSMF tax information. The accountant will be directed, if willing, to also maintain OSMF books. Reassigned to new Treasurer **[ACTION: Oliver]**

Have had contact with Andy. Will set up a meeting with the current accountant during Face2Face.

Working on getting the books for 2010 closed. Still one item needs to be sorted. Will be able to finalized by the end of the month. (although challenging).

## Financial update

Treasurer to provide financial updates approximately every two months in future.

Reference to previous financial statements for burn rate. Henk has set up a financial spreadsheet. Spreadsheet needs updating with latest figures. Reassigned to new Treasurer **[ACTION: Oliver]**

Oliver has taken over the PayPal account. Banking account still needs to be handed over. When that's ready, a complete financial update can be made.

## Membership registration

Our membership registration needs to be made up-to-date. **[ACTION: HENK] (will do this in weekend of 21-22 May with Mike Collinson)**

## SotM

SotM WG to provide financial risk summary to board. Event insurance to be considered,

perhaps from same vendor as last year? **[ACTION: HENK] - In progress**

### **Face2Face meeting prior to SotM-EU**

Meeting will be held in the weekend of June 10-12th in England. Location to be decided on next week.

When location is fixed Oliver will take care accommodation. **[ACTION: OLIVER]**

An draft agenda for the weekend will be made by Steve **[ACTION: STEVE]**

Will publish the agenda when we all agree on it.

The suggestions of items for the F2F meeting will be prioritized before the meeting.

### **UCL Hosting power outage**

Board has taken notice of announcement of 3 weekend power outages at UCL where our main servers are located. There are already some questions asked to people with TWG for viable scenario's and the potential costs for them.

Waiting on response in order to make further decisions. **[ACTION: Mikel]**

Inquiry has been made whether Imperial would be an back-up option. Still pending

### **New business**

### **Claim of License Infringement**

This will be delegated to DWG. If their investigation returns a serious issue, they requested to bring that to the board's attention.

### **Any other business**

### **Working Groups**

In one of the next meetings try to have an update on the current status of the Working Groups.

### **Meeting End**

Meeting ended at 18:58 CET

## **Date of next Meeting**

Wednesday May 25th at 18:00CET 1600 UTC (dial in).

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**OSMF corporate office is:**  
132 Manev Hill Road  
Sutton Coldfield  
B72 1JU  
United Kingdom

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