

Minutes of the COIN-OR Foundation, Inc.  
Strategic Leadership Board Conference Call  
Tuesday, 29 March 2005

## 1 Scheduled Agenda

The call was scheduled to begin at 3:00 PM Eastern Time.

1. Do we need/want a vote confirming the Contribution Policy in its present form?
2. What do we do next?
3. Other business

## 2 Minutes of the Meeting

Minutes were taken by Brady Hunsaker until 3:43 PM. Minutes were taken by Lou Hafer from that point until the end of the call.

**Present:** Lou Hafer, Brady Hunsaker, Robin Lougee-Heimer, Ted Ralphs, and Matt Saltzman. A quorum was present.

Meeting was called to order by Matt at 3:06 PM.

### 2.1 Need for an additional vote on the policy document?

Discussion of whether we need a vote on the policy document. One opinion was that we shouldn't vote twice on a document. Several opinions that a vote is not necessary.

Statement that we should make sure before the next meeting that any concerns are brought up about the final form of the document.

Question of whether the policy should be posted on the web. Additional question of whether minutes should be on the web. Consensus of putting official meeting minutes on the web once they have been approved.

**Action item:** Brady will determine which minutes still need to be approved.

Discussed how to proceed with policy and procedures documents.

One idea to place policy document online immediately. Another to place both policy and procedures online to encourage the TLC to act quickly with any procedures changes. Some concerns that it would be better to give the documents to the TLC before placing them online.

**Action item:** Brady will finish procedures draft by tomorrow.

**Action item:** Brady will send policy document and procedures draft to TLC members (and simultaneously to SLB). This will include a request for them to pass official procedures and to deal with contributions currently waiting to be processed.

### 2.2 What's next?

Discussed next actions that the SLB needs to address.

Some ideas: institutional membership, voting procedure for annual meeting, Gforge and subversion transition.

Matt gave a status report: INFORMS has a spare server; COIN-OR will move onto this server (rather than the current shared server). We could consider a lightweight content management solution on this server.

Do we need to wait for this change before transition to Gforge and Subversion? No.

Comment that it would be nice to have Gforge ready so that new projects can serve as trials of Gforge.

Other priorities: delegation of responsibilities, list of things for TLC, standard procedures for reporting (especially from officers).

Suggestion that we should try to get an article in ORMS Today prior to the annual meeting. This could be part of an annual report for the Foundation. Idea expressed that we should start working on this soon (about six months away).

Idea that we could start delegation on email: create a list of committees and delegated responsibilities. Also could create a list of policies that we need to develop.

Question of whether our TO-DO document still exists. An opinion that we should have a to-do list in the CVS repository.

**Action item:** Brady will update website to reflect SLB, TLC and current full members.

[Brady left call at 3:43 PM. Lou agreed to take notes on remainder of call.]

It was pointed out that we promised the associate members a newsletter. We discussed the concept of ‘periodic newsletter’. ‘Periodic’ seemed to be converging on biannual. If we put out one for the INFORMS meeting (November), then the other one would be May. Robin will look into this. Content comes back to the SLB for review – a week, perhaps — then out to members.

Discussion migrated through newsletter content to cyberinfrastructure to whether it was appropriate for COIN-OR, Inc., to apply for such a grant. No consensus, really.

Discussion moved on to voting mechanism. Consensus that we could go with minimal infrastructure unless we hemmed ourselves in in the Bylaws. The INFORMS societies procedure—email to members, returned to a staff member—was batted about as an example.

Moved on to institutional members. Robin and Randy looked into some models, didn’t get any further. Robin felt there were potential sponsors out there beyond IBM, Schneider (sp?). Robin and Ted compared notes on their calls from Lloyd Clark (ILOG/CPLEX). It was reported that Lloyd thinks he may be called on to write an internal position paper for ILOG on COIN.

A passing mention that CPLEX already offers in-kind support to COIN via licensing.

**Motion to adjourn by Ted.** Seconded by Lou. Adjourned about 4:10.

### 3 Summary of Resolutions

No resolutions were brought to a vote at this meeting.

### 4 Summary of Action Items

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