

Trust 'Mini-Retreat' Minutes
Sunday, July 23, 2023
IETF 117

Trustees

Glenn Deen
Victor Kuarsingh (remote)
Kathleen Moriarty
Stephan Wenger
Joel Halpern

AMS

Liz Flynn
Karen Moreland
Alexa Morris
Laura Nugent

1. Conflict of interest declarations

No conflicts of interest to declare.

2. Quick Updates

a. IETF Logo infringement resolution

Glenn Deen corresponded with the person who was misusing the Trust logo and it has been removed. No further action required from the Trust.

b. Administrative changes (Alexa)

Alexa Morris will be leaving the IETF in 2024. Laura Nugent will be taking over some of Alexa's responsibilities, including Trust support. There will be a long transition period as Laura learns more about the Trust.

c. Budget status

Trustees reviewed the 2023 budget.

2. NOMCOM

Stephan Wenger is the NomCom liaison for this year. He has sent a short form and long form job description and is awaiting further information.

3. Plenary slides review

Trustees reviewed the [plenary slides](#) for IETF 117.

4. Document Retention Policy Review

Stephan Wenger had a conversation with Andy Updegrave (Trust counsel) regarding the draft document retention policy. The document Andy sent is quite long and contains unnecessary detail. Stephan will write up a skeleton term sheet. Liz Flynn will look into the storage and retention policies of the Google Drive and Trello accounts used by the Trust.

5. Discussion: How is the Trust doing?

The Trust charter is fairly narrow and well defined. The Trust's activities are within that charter and incoming requests are fulfilled.

Alexa Morris noted that communication between the Trust and LLC doesn't seem to be working as well as it could be; email communication could be improved. Kathleen Moriarty said that there seems to be a disconnect between expectations of the Trust and LLC.

Victor Kuarsingh noted that the Trust still relies on individuals to get things done rather than having systems in place. The Trust should take on a more systematic approach rather than relying on individuals.

Glenn summarized that it seems like the Trust is doing okay; some relationships and communications can be improved, but there are no fires that need to be put out immediately.

6. Discussion: Trust Activities

- a. Communications to the community?
 - i. right amount/too much
 - ii. Focused on the correct information/message?
- b. Should the Trust engage in education to the community on the Trust?
- c. Do any documents need improvement

The Trust has been making regular presentations to the community at plenaries. Glenn Deen suggested that perhaps the Trustees could give presentations to the community about RFC 5378, IPR disclosures, etc. Several Trustees disagreed and thought that giving interpretations of these RFCs was not part of the job of Trustee. Perhaps the LLC or the LLC's counsel could hold such a tutorial.

7. Executive Session

Trustees had an executive session discussion.