Call to Order: 9:05 am PST • 10:00 am CST • 11:00 am EST • UTC -8 hours-London
Roll Call – Conducted by LS

Approval of Minutes

• Approval of meeting minutes for September, 2019
  
  **Motion:** _LK_  **Second:** FK
  
  Motion passed by acclamation.

• Approval of meeting minutes for October, 2019
  
  **Motion:** CB  **Second:** _LK
  
  Motion passed by acclamation.
DAMA International
Board of Directors Meeting Minutes

Agenda Items
1. Open the meeting, roll call
2. Approval of Minutes
3. Motions
4. Board Reports
5. Old Business – New Business
6. Process check & close the meeting

Old Business
1. Approve September BoD Meeting Minutes
2. Approve October BoD Meeting Minutes

New Business
1. Trademark issue
2. Elections
3. Website issues
4. Backup & Shutdown Mike 2.0 Website Discussion
5. RACI for Contractor Staff
6. Raised $10K for the DAMA Chile Chapter
7. Inaugurated DAMA Ecuador

Action items (yellow means complete)

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Person responsible</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start discussion of industry/domain chapters</td>
<td>LS &amp; SH</td>
<td>10 Nov 2019</td>
</tr>
<tr>
<td>Schedule a meeting on sanctioned and embargoed policy</td>
<td>ES &amp; SH</td>
<td>14 Dec 2019</td>
</tr>
<tr>
<td>Email a letter absolving people and chapters of Ethics concerns</td>
<td>LS</td>
<td>25 Nov 2019</td>
</tr>
</tbody>
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Discussion Points:

- SH would like to extend the deadline for the affiliation agreements to April 1st, 2020.
- Priority to hire a Project Coordinator with Website expertise to support JY and the website development.
- Proceed with identifying 0365 support in whatever engagement that needs to be evaluated. KL will provide a list of vendors.
- RACI should have a chapter admin and roles and responsibilities. Should we include the chapter admin? As we grow the chapter base there will be a volume of activity.
- A good month for Chapter Services, PA helped raise $10K for the Chile chapter.
LS travelled to Japan and had a very productive visit.

- Anyone who wants to contribute to the next TDAN article send the information to LF and LS.
- An update about DAMA Awards is needed. Do we need volunteers to help CN? We do indeed need to help CN with the awards committee.
- For each board meeting we do a finance check and review what bills have been paid.
Board Motions

The BoD of DAMA International empowers our lawyer from COJK for Trademark and Intellectual Property (IP) to communicate our position to EWSolutions.

Discussion: Please have Chris send an email to Annemarie Smith as a courtesy.

**Motion: ** _LS_  **Second: ** CB_

Passed by acclamation.

The deadline for compliance with active chapter status with the published bylaws for the 2020 election participation and eligibility will use April 1st, 2020.

**Motion: ** SH__  **Second: ** FK_

Passed by acclamation.

Officer Reports –

- **VP, Financial Services**
  - Devhaus update – bill is paid
  - Filed the taxes and utilized Karen Miller our bookkeeper
  - We need to change the date to file taxes to April
  - End of year financial reports will be reported out in Jan. 2020
  - 2020 budget needs to be reviewed, a Dec draft makes sense. This will be added to the 12/14/2020 board meeting

- **VP, Member Services**

Membership newsletters

Coordinating with JY on the new website platforms

- **VP, Chapter Services**
  - Onboarding of regional coordinators – going well
  - Will meet with new VP in the next coming weeks and he can know all the gaps
  - Invite him to the December board meeting, must sign the code of ethics
  - By-laws review and letters of intent are added to the website
  - Forming chapter webpage is still in flux
  - Sent out the spreadsheet for the Affiliation agreements

- **VP, Conference Service**
- **VP, Professional Services**
- **VP, Operations**
- **VP, Marketing/Communications**
- **VP, Online Services**
  - Chapter updates for the website
  - Reword and rework the DMBoK webpage
Scheduled a online services committee meeting – action items are in SP

The Italy website is not hosted on DAMA.org

The Houston Chapter website is still hosted on DAMA.org – it is wordpress and can be converted to any host

Schedule a meeting and demo for the Starchapter software – we need the current active member count

Starchapter supports 3 of the active DAMA chapters

DAMA Philly has not approved Starchapter hosting because of privacy concerns

Blogging and external data interfaces to third party sites (RR) back to the DAMA website is out of their functionality

FK doesn’t want to proceed with Starchapter

LS supports Salesforce in the cloud, JY also supports SF in the Cloud

Mike2.0 is back up and running – minus the issue to invite friends

DAMA.org has limited support based on deprecated software

Motion to adjourn __FK__

Meeting ended at 10:08 am PST