

SFMIX

BOARD MEETING

Jan 20th, 2019



Conducted in person.

ATTENDEES

- Navin Francis -- Secretary
- Matt Peterson - President
- Tim Pozar -- Treasurer
- Bron Lewis -- Board Member
- Justin Seabrook-Rocha -- Board Member

AGENDA

1. Bron proposes to adopt the meeting minutes from the Oct 20th, 2018 board meeting.
 - a. **Details:** n/a
 - b. **Action items:** post past meeting minutes as PDF files to public SFMIX website
 - c. **Motion:** Board to adopt previous meeting minutes from October 20th, 2018 board meeting.
 - i. Proposed by: Bron
 - ii. Seconded by: Matt

- iii. Votes for: Navin, Matt, Tim, Bron, Justin
- iv. Votes against: None
- v. Abstains: None
- vi. Outcome: Passes

2. Approve flexOptix purchase

- a. **Details:** Qty 12 100km (~\$5.5k) DWDM optics are needed for the Fremont to San Jose path, the current 80km optics are too tight on link budget. Cleaning on all sides, including patch cables and muxes has been performed. Members gave verbal support at AGM 2018 meeting supporting such action.
- b. **Action items:** Adopt motion which clearly documents board approval of purchase completed in July 2018.

c. Motion:

- i. Proposed by: Matt
- ii. Seconded by: Tim
- iii. Votes for: Navin, Matt, Tim, Bron, Justin
- iv. Votes against: None
- v. Abstains: None
- vi. Outcome: Passes

3. Disconnect delinquent participants

- a. **Details:** Disconnect participants that have not paid their 2018 bill by Feb 15th 2019. Board will set link down on such participants that have not paid by Feb 15th 2019 or communicate their intention.

b. Action items:

c. Motion:

- i. Proposed by: Matt
- ii. Seconded by: Justin
- iii. Votes for: Navin, Matt, Tim, Bron, Justin
- iv. Votes against: None
- v. Abstains: None
- vi. Outcome: Passes

4. Bookkeeping services

- a. Details:** Engage Teri Wayne & Associates to issue past due & current 2019 invoices, along with reporting for 2018 P&L. Authorized funds maximum of \$2k billing, additional expenses to be approved.
- b. Action items:** Tim to manage Teri deliverables and coordinate 2018 P&L by end of Jan '19, issue invoices by end of Feb '19, and provide accounting details for CPA.
- c. Motion:**
 - i.** Proposed by: Matt
 - ii.** Seconded by: Tim
 - iii.** Votes for: Navin, Matt, Tim, Bron, Justin
 - iv.** Votes against: None
 - v.** Abstains: None
 - vi.** Outcome: Passes

5. Accounting / CPA services

- a. Details:** Engage Kat Harris at Perotti & Carradeto CPA to prepare 2018 taxes for both state & federal. Authorized funds maximum of \$1k billing, additional expenses to be approved.
- b. Action items:** Tim to manage deliverables and coordinate California FTB, RRF-1, SI-100 (filed today), and federal taxes.
- c. Motion:**
 - i.** Proposed by: Tim
 - ii.** Seconded by: Matt
 - iii.** Votes for: Navin, Matt, Tim, Bron, Justin
 - iv.** Votes against: None
 - v.** Abstains: None
 - vi.** Outcome: Passes

6. Marketing

- a. Details:** Purchase updated t-shirts or related materials for 2019 within time for NANOG75 event (being held in San

Francisco, where many members will be present). Maximum amount of \$1k total.

b. Action items: Matt to research suppliers, propose design to board, and purchase.

c. Motion:

- i.** Proposed by: Matt
- ii.** Seconded by: Bron
- iii.** Votes for: Navin, Matt, Tim, Bron, Justin
- iv.** Votes against: None
- v.** Abstains: None
- vi.** Outcome: Passes

7. Upgrade to G Suite Enterprise

a. Details: Board discussed the use of Team Drives for better organization of files. Current G Suite account type (\$25/month total for 5 accounts) doesn't support this, an upgrade would 5x our costs (\$25/per user - thus \$125/month).

b. Action items: Build shared Board folder structure with sub folders for contracts, financials (state/fed), firmware (licenses), etc. which using existing G Suite account level. Perform audit to confirm all board members have access, Bron to perform clean-up at next hackathon.

8. Deploy Arista switches

a. Details: Board discussed timeframe on deploying 3 newly purchased 100Gbps high-buffer switches w/ VXLAN support. Matt noted that as quickly as possible, as participants are most been impacted by packet loss - not availability that VXLAN could provide.

b. Action items: Build initial configs for L2 / spanning tree deployment (addressing the immediate buffer concerns), deploy in Fremont (FMT01) and San Francisco 200 Paul (SF002) - as these are the problem locations. 3rd unit remains as cold spare.