OFA XWG Meeting
June 14, 2018
11am Mountain

1. Roll Call:
   Board Members:
   - **At-Large / Harold Cook**
   - Broadcom / Eddie Wai
   - **Cray/Paul Grun**
   - **HPE / John Byrne**
   - Huawei / Daqi Ren
   - IBM / Bernard Metzler
   - **Intel / Divya Kolar**
   - **Jump Trading / Christoph Lameter**
   - **LANL / Susan Coulter**
   - **LLNL / Matt Leininger**
   - Mellanox / Gilad Shainer
   - NetApp / David Dale
   - Oak Ridge / Scott Atchley
   - **RedHat / Don Dutile**
   - **Sandia / Mike Aguilar**

   Also present:
   - LANL/Jesse Martinez
   - Mellanox/Bill Lee
   - **OFA/Jim Ryan**
   - Intel/Paul Bowden
   - LANL/Parks Fields
   - Intel/Bob Woodruff

2. Approve XWG minutes from 6/7

   - A motion to approved the minutes from 7 June was made by: Divya Kolar (Intel). The motion was seconded by Susan Coulter (LANL). The minutes were unanimously approved.

3. OFA Software page update
   3.1. OFA gitweb – read only or remove and keep the downloads page

      3.1.1. README and old tarballs

   3.2. Change "OpenFabrics Software" to "RDMA/Advanced Networks Software".
   Decisions will be made on how the changes will be implemented on the website after further discussion.

4. Membership levels proposal
   - Changes are as follows:

- An Adopter will receive a free pass for the Workshop for an accepted technical talk.
- Some discussion was made about the viability of the Adopter Member level.

Membership Level Proposal:

- *Promoter Member - $10K @ year---Benefits: Organizations who join at this level will have a seat on the OFA's Board of Directors. This allows the ability to strongly influence the outreach, programs, partnerships, conferences and marketing of the OFA and associated RDMA/Advanced Networks ecosystem. Individuals from Promoter Member organizations are allowed to be nominated for Board Officer and Working Group Chair/Co-Chair positions. All the benefits of Adopter and Supporter levels are included in this level.*

- *Adopter Member - $5k @ year---Benefits: Organizations who join at this level will be eligible to participate in the various testing programs offered by the OFA to its member organizations. They will also be a voting member of any Working Group they participate in. All the benefits of the Supporter level are included in this level.*

- *Supporter Member - $1.5k @ year---Benefits: Organizations who join at this level will be included in the wider Annual Member Meeting and will be kept informed of the outreach, programs, partnerships, conferences and marketing efforts as they are being implemented. They will be listed as members on our website and will be promoted at the annual OpenFabrics International Workshop. They will also receive one free pass to that annual Workshop to be used by an individual associated with the organization who is accepted as a technical speaker at that conference through the standard submission and review process.*

- *Partner Member – no cost---Benefits: Organizations who become OFA partners can jointly define and solve challenges in advancing fabric technologies to the benefit of both organizations and the industry as a whole. They will be able to leverage the OFA platform to incubate and evolve vendor independent open source software. Partner organizations along with OFA can jointly promote the resulting innovation at OFA Annual workshop and industry events for community education, promotion and awareness.*

5. Executive Director review

- **List of OFA Executive Director Accomplishments from 2017-06 through 2018-06**
  - Specific Projects:

- Select a web-based collaboration product that would support sharing documents, phone, video and recording
  - Took recommendations from Board members and quickly determined there were a small number of products worth considering.
  - Piloted the use of Zoom and recommended its adoption.
    - Effect: This has turned out to be a valuable tool for working chairs and anyone arranging an online meeting. This tool seems easier for folks with various devices to call in.
  - Develop a Privacy Statement
    - Collected examples of Statements and developed and circulated drafts.
    - Based on feedback, developed a version that the Board approved.
      - Effect: After receiving legal approval, the first Privacy Statement for the OFA was published. It is being reviewed now for compliance with GDPR.
  - Updated and renegotiated the Linux Foundation (LF) Statement of Work (SoW) as required annually
    - Led the review of the SoW and recommended approval which was received and approved by the Board.
      - Effect: The annual review requirement was met.
  - EasyChair Session Management tool for the OFA Workshop
    - Set-up the parameters for EasyChair and managed the processing of session proposals.
    - Provided weekly reports on sessions received compared to the previous year.
    - Facilitated communication with session submitters.
      - Effect: The processing of sessions was efficiently handled and the administrative burden of that handling was offloaded from the participating TPC members.
  - Select new legal counsel
    - Two candidates were proposed given prior experience.
    - Developed discussion questions and led the interview with the candidate and the Leadership Team (LT). The LT is made up of the Chair, Vice-Chair, Secretary and Treasurer positions.
      - Effect: New and more appropriate legal counsel has been acquired. This will be

critical as the Bylaws modifications are completed.

- MWG functional improvement and new leadership
  - Developed a set of requested deliverables.
  - With the Vice-Chair, closely coached our new MWG Chair who had no previous marketing experience.
    - Effect: The MWG has improved its effectiveness and has launched an effort to re-market and newly advertise the OFA.
- SNIA/SSSI Persistent Memory Summit
  - Participated in all of the Summit planning meetings
  - Secured a table at the summit where the Vice-Chair represented the OFA.
    - Effect: Increased visibility for the OFA at the Summit, one of the key events of its type.

- Ongoing Responsibilities:
  - Review and analyze the cost and value of the UNH-IOL InterOp program
    - With the Chair, approached UNH-IOL for details related to the costs and specifics related to this program, as held at their InterOperability Laboratory.
    - Reviewed the responses from UNH-IOL and identified additional data to be gathered.
    - Scheduled and participated in conversations with organizations taking advantage of this program to discover the value these organizations place on the program and get feedback on possible improvements.
      - Effect: Significant insight into this program was gained, which will be used to define the value of this program and identify opportunities to improve or modify it.
  - SNIA/SSSI Strategic Alliance
    - Contributed to the "Work Register" that was required to be established as an alliance partner.
      - Effect: The OFA is now one of a half-dozen alliances promoted by SNIA, resulting in significant marketing support.
  - Improve the relationship with the "Open Community"
    - Started the process of becoming a "Community Partner" with the Open Source Summit.
    - Worked with the MWG to develop a plan for visibility at events with the OSS and Linux Foundation and selective sponsorship.

- o Effect: The ground work for this effort, which has no obvious path and/or approach, has been laid.
    - Explore new alliances
        - Reached out to other organizations including Gen-Z, UCX and the IBTA
            - o Effect: This effort is in the early stages and therefore has few tangible results.
    - Acting Treasurer
        - Took on this responsibility when the incumbent could no longer serve and no one else stepped forward.
        - Rapidly ramped on all areas of responsibility.
        - Developed the first annual budget, maintained as part of the financial reports from the LF.
            - o Effect: The responsibilities assigned to this office continued in a smooth manner.