

WIKI SOCIETY OF WASHINGTON, DC INC.
Board of Directors Meeting

December 14, 2014

Wikimedia District of Columbia, 1730 Connecticut Avenue NW, Washington, DC

Board Members Present: James Hare [President]
Emily Temple-Wood [Vice President]
Kirill Lokshin [Secretary]
Peter Meyer [Treasurer]
John Sadowski
Diane Shaw

Guests: Dominic McDevitt-Parks
Trisha Melikian

The meeting was called to order by Mr. Hare at 2:16 PM.

1. A motion by Mr. Lokshin to approve the Minutes of the October 12 meeting of the Board of Directors in the form previously distributed was seconded and passed without dissent.
2. A motion by Mr. Lokshin to approve the Minutes of the October 17 meeting of the Board of Directors in the form previously distributed was seconded and passed without dissent.
3. A motion by Mr. Meyer to approve the Minutes of the October 18 meeting of the members of the Corporation the form previously distributed was seconded and passed without dissent.
4. Mr. Hare submitted a written report on behalf of the Executive Committee, which was entered into the Minutes:

EXECUTIVE SUMMARY

Wikimedia DC had a very successful Fiscal Year 2013–14, and has opened Fiscal Year 2014–15 with a number of edit-a-thons and meetups. We have dedicated the first quarter of the fiscal year to planning for the remainder of the year, including developing program plans and preparing grant proposals to fund planned activities.

PROGRAMS

Events:

The Annual Membership Meeting was held on October 18. The event, attended by more than 20 people, featured Archivist of the United States David Ferriero, CongressEdits developer Ed Summers, and Wikimedia DC volunteer Jim Hayes as guest speakers.

Volunteers with Wikimedia DC organized several edit-a-thons, including the Human Origins Edit-a-Thon with the National Museum of Natural History on October 17, the Art+Feminism Edit-a-Thon with American University on November 1, and the “My First Edit” Edit-a-Thon on DC Neighborhoods with the Martin Luther King Jr. Memorial Library on November 19.

Wikimedia DC held a dinner meetup at Gordon Biersch on November 16 and a WikiSalon on October 22.

Planned Events:

Wikimedia DC has scheduled a meetup at Busboys and Poets following the Board meeting on December 14. We are planning the Art Bytes Hackathon with the Walters Art Museum in Baltimore on February 6–8 and the Art+Feminism Edit-a-Thon with the National Museum of Women in the Arts on March 8. We also expect to plan several edit-a-thons with Professor Andrew Lih as part of his Wikipedia and Public Knowledge course at American University.

Summer of Monuments:

The submission period for Wikipedia Summer of Monuments closed on September 30, with over 10,000 photographs having been uploaded as part of the contest. We are currently working to organize the jury process and award prizes for the contest.

Public Policy:

Wikimedia DC is looking for potential new public policy partners, and has sent inquiries to a number of government agencies and legislative offices to evaluate whether they wish to host edit-a-thons or other events. Wikimedia DC members and other Wikimedians are invited to submit suggestions and contacts to the chair of the Public Policy Committee.

ORGANIZATIONAL DEVELOPMENT

Governance:

John Gallagher resigned as a Director on November 2, and Yi-Fun Hsueh resigned as a member of the Public Policy Committee on September 22. We thank Mr. Gallagher and Ms. Hsueh for their service to Wikimedia DC.

The President has recommended Trisha Melikian, an experienced nonprofit accountant based in York, Pennsylvania, to fill Mr. Gallagher's seat on the Board of Directors and to replace Nicholas Bashour on the Audit Committee. We believe she would bring valuable experience to the Board.

A number of new and revised policies are being prepared for the Board's consideration in the coming year, including a revised Safe Space Policy, a revised Privacy Policy, a revised Document Retention Policy, and a Branding and Trademark Use Policy.

Membership:

Wikimedia DC membership has increased to 74 members, 42 of whom have opted for automatic membership renewal. Renewal by members who have not signed up for an automatic renewal option remains low relative to overall renewal levels.

Staff:

In accordance with the Volunteer Policy, the President appointed Dominic McDevitt-Parks to serve as Cultural Partnerships Advisor, a volunteer staff position established by the Annual Plan for Fiscal Year 2014–15. His role as Cultural Partnerships Advisor will be to advise Wikimedia DC on its work with the cultural sector and to provide support to the paid Cultural Partnerships Coordinator once that position is funded and filled.

Wikimedia DC's contract with Leo Zimmermann to provide project management services for Wikipedia Summer of Monuments expired on October 31. The President elected to not renew Mr. Zimmermann's contract.

Strategy:

Work on Wikimedia DC's strategic plan for 2015–20 is ongoing. Wikimedia DC is involved in efforts by the Wikimedia Foundation and TCC Group to develop an organizational effectiveness tool. The insights provided by this tool will help us identify strengths and weaknesses in our organization.

Fundraising:

Wikimedia DC has submitted a grant proposal to the Wikimedia Foundation to cover routine program activities, including editing workshops and edit-a-thons, throughout the current fiscal year. Additional grant proposals are being prepared to secure funds for the workshop facilitator training, the Diversity Conference, and the cultural partnerships program.

Grantmaking:

Wikimedia DC awarded a grant to Andrew Pearson for \$300.00 to support a planned edit-a-thon in Hawaii. In addition, we will be procuring a banner and t-shirts for the edit-a-thon with our own funds and will provide them to Mr. Pearson for use in Hawaii.

Wikimedia DC has agreed to serve as a fiscal sponsor for the 2015 Art+Feminism edit-a-thons. Under the terms of our fiscal sponsorship agreement, we will be responsible for processing expense reimbursements for edit-a-thon organizers, both in the US and internationally. As part of the fiscal sponsorship arrangement, we have signed a project agreement and a safe space agreement with the Art+Feminism organizing team.

FINANCES

Our financial report for the Workshop Facilitator Training grant was submitted to the Wikimedia Foundation and is under review there. The Treasurer is preparing a financial report for the Projects 2014 grant, which is to be submitted to the Wikimedia Foundation, and a financial report for the WikiConference USA 2014 scholarships, which is to be submitted to Wikimedia New York City.

As of December 13, Wikimedia DC has a total of \$31,995.48 in its bank and Paypal accounts. This includes recent funding from WMF for the Art+Feminism edit-a-thons, for which Wikimedia DC is serving as the fiscal sponsor. A grant application for several 2015 projects has been submitted to the WMF and is anticipated to be funded in January 2015.

5. A motion by Mr. Hare to appoint Ms. Melikian to the Board was seconded and passed without dissent.
6. A motion by Mr. Hare to appoint Ms. Melikian to the Audit Committee was seconded and passed without dissent.
7. A proposal for a traveling Wikimedia exhibit was discussed.

** Mr. McDevitt-Parks joined the meeting at 2:41 PM **

8. The results of the workshop facilitator training were discussed.
9. A proposal to establish a cultural partnership coordinator position was discussed.
10. A proposal for participation in the Wikipedia Library program was discussed.

** Ms. Temple-Wood left the meeting at 3:14 PM **

** Mr. McDevitt-Parks left the meeting at 3:31 PM **

11. Plans for WikiConference USA 2015 were discussed.
12. A proposal to create a medical research wiki was discussed.

** Ms. Melikian left the meeting at 3:49 PM **

13. Plans for the Smithsonian GLAM project were discussed.

The meeting was adjourned at 4:02 PM.

Approved on _____, _____.

Kirill Lokshin
Secretary

James Hare
President