

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

June 1, 2013

Wikimedia District of Columbia, 1629 K Street NW, Suite 300, Washington, DC

Board Members Present: Kristin Anderson
 Nicholas Bashour
 Katie Filbert
 James Hare
 Kirill Lokshin
 Kathryn Tinker

Board Members Not Present: Peter Meyer

The meeting was called to order by Mr. Hare at 3:34 PM.

1. A motion by Mr. Lokshin to approve the Minutes of the May 11 meeting of the Board of Directors in the form previously distributed was seconded and passed without dissent.

2. Mr. Hare submitted a written report, which was entered into the Minutes:

My major project for the past month has been improving Wikimedia DC's communications. The core of our communication is a complete and well-designed website, which I have made substantial progress on with the help of Kirill Lokshin. Once all the work is done, we will have a website which properly showcases our activities, including a newly designed front page that presents the latest on Wikimedia DC, featuring highlights from our blog. Several re-designed core pages, including our "about us" and "get involved" pages, are live now. All the work in re-designing the website will be complete by mid-June.

The website is not necessarily our most prominent feature, but it is our most important. It is our distinct way of presenting ourselves to the world, our way to present our accomplishments. A full communications strategy features outreaches to other parts of the web, including social media. Kathryn Tinker, Max McBride, and I are working on building social engagement through our social media outlets and through activities in the DC area, including regular social events. Growing our community is essential to meeting our annual and long-term strategic goals of outreach to DC and channeling DC's talents into improved Wikimedia projects.

So that we can keep track of our contacts, past present and future, we should research a contact management system that is simple to use and is appropriate for handling an extensive database of contacts. Our social

capital is a treasured asset, and we should account for it at least as well as we account for our finances. This will allow future board members and employees to learn in detail about what Wikimedia DC has done in the past and so other people can carry on our work. This is a top technical priority for Wikimedia DC.

Additionally, Wiki Loves Monuments planning is underway. Wikimedia DC has agreed to administer the national contest for 2013, including addressing the financial needs and handling press. WLM-related press will be handled as part of an overall communications plan. Additionally, the prizes have been set at \$500 for first place, \$300 for second place, and \$150 for third place. Wiki Loves Monuments will need to raise funds from sponsors to help pay for these prizes, as well as for the cost of the reception, consistent with our budget. I call on the Fundraising Committee to come up with sponsorship tiers, but I would also like the Board of Directors to set expectations first so that the Fundraising Committee can discuss details.

I have discussed with Patrick Timony of DCPL the opportunity to co-host an accessibility hackathon in November, consistent with past accessibility hackathons held at DCPL during the month of November. He has also recommended that we get involved with Hack for Change in DC next year (this year's Hack for Change is today). Regarding other outreach events, I still need contact details from potential partners brought up at the last meeting. Please furnish this contact information to me as soon as possible.

There are a lot of arms to our organization, with a lot of work that needs to be done. While we have a solid foundation for outreach events, and we should continue to build on it, we also need to focus on communications and fundraising. I have full confidence that we are making progress and that Wikimedia DC is on its way to achieving its goals.

3. Ms. Anderson submitted a written report, which was entered into the Minutes:

1. Last Friday I attended the Meetup with Sarah Stierch, World Digital Library folks, and Wikipedians, including Slowking4. We had a great discussion and learned a lot about the WDL project. As always, Sarah Stierch is a treasure!

2. Tuesday through Thursday this week I went to the editathons at NIH, and spoke about our chapter's volunteer activities to a meeting of NIH managers. Presenting on the Wikipedia side were Lane Raspberry and Doc James, who did an outstanding job. We toured the National Library of Medicine, and edited with staff, including womens' health articles.

This event, and the NIH campus and staff were truly inspiring! We hope to have more editathons, similar to what we've done with Smithsonian.

The world of health information is *huge.*

Yes, I do understand that there are many other approaches to medicine other than NIH, and that NIH may not always be correct in their positions. However, after seeing the scope of their operations, I am convinced that we need to ensure their information is a part of our mix.

If we really wanted to do some good in the world, we could simply re-focus our local organization on providing volunteer editors for health information, in order to assist NIH in adding their evidence-based medicine materials to Wikipedia, and keep the clinical research findings in our articles up to date.

A fuller report will be available via the editathon page.

3. I am interested in getting a mobile wi-fi hotspot set up for the Smithsonian Folklife Festival, so we can set up Wikipedias for endangered language communities on site. I'd like to request funding for this if we do not have equipment / an existing hotspot setup available within the chapter.

4. The Wiki Salon session with Dominic was very informative, and I hope we'll be hearing more from him over the summer in his new position at Smithsonian.

4. Mr. Lokshin submitted a written report, which was entered into the Minutes:

As of June 1, Wikimedia DC has 55 members in good standing; this represents an increase by 4 new members since our last meeting.

5. Mr. Meyer submitted a written report, which was entered into the Minutes:

As of the close of business on May 31, 2013, Wikimedia-DC had \$6759.23 in liquid net assets, including these amounts:

-- Unrestricted: \$3155.82 (including prepaid cards and money in our PayPal account)

-- WMF Bootstrapping Grant: \$2,628.38

-- WMF Outreach grant: \$975.03

We also have \$1,923.94 of equipment and a small amount of prepaid expenses.

Since our May 11 meeting our income and expenses have been small. I have focused on completing the accounting for the GLAM boot camp and Consortium at the end of April.

My due diligence is complete on the GLAM boot camp but I have a bit of follow-up to do the Consortium event. Costs were \$9672 for these major events, mostly travel and food/beverages for the attendees.

Note: Because WMF requires us to keep a separate account for the Outreach grant, and it is now small, we are starting to be charged \$12/month just to keep the second account open. We may have some option to avoid that, and I plan to follow that up.

6. Ms. Filbert reported that she had attended the Wikimedia hack-a-thon in Amsterdam, and noted that there was an opportunity for the Corporation to organize the event for next year.
7. Ms. Tinker reported that she was evaluating options for improving outreach communications and member recruitment, particularly through more effective use of social media. She further reported that some adjustment of times and locations for events may be necessary to increase attendance, noting that one of the monthly WikiSalon events could be moved to a Sunday afternoon if a suitable location could be found, and that replicable events could be held at local universities.
8. A proposed resolution to amend the Hiring Policy was discussed. A motion by Mr. Hare to adopt the resolution as written was seconded and passed without dissent, and the resolution was entered into the Minutes:

The Hiring Policy is amended by striking Article II, Paragraph 2 and replacing it with:

2. Non-Discrimination. All staff members involved in the hiring process shall comply with the applicable provisions of Wikimedia District of Columbia's Non-Discrimination Policy at all times.

9. Plans for fundraising through event sponsorships were discussed.
10. Board member availability and activities were discussed.
11. Plans for outreach communications were discussed.
12. Plans for themed monthly edit-a-thon events were discussed.
13. The date of the next meeting of the Board of Directors was set to July 13, 2013, at 2:00 PM, at the Corporation's offices at 1629 K Street NW, Suite 300.

The meeting was adjourned at 5:11 PM.

Approved on _____, _____.

Kirill Lokshin
Secretary

James Hare
President