Meeting: LLC Board

Date: June 11, 2025
Meeting Number: 87

Attendees

LLC Board:

- Gonzalo Camarillo, Director
- Roman Danyliw, Director and IETF Chair
- Mirjam Kühne, Director and Chair
- Shauna Turner, Director and Treasurer

   Regrets: George Michaelson, Director

Staff/Secretariat:

- Jay Daley, IETF Executive Director, LLC Staff
- Sandy Ginoza, Director of RPC Operations, LLC Staff
- Jean Mahoney, Director of RPC Communications and Strategy, LLC Staff
- Stephanie McCammon, Director of Meeting Operations and Sponsorships, Secretariat
- Cindy Morgan, Director of Leadership Operations, Secretariat
- Laura Nugent, Director of Administration and Events, Secretariat
- Debbie Sasser, Director of Finance, LLC Staff
- Robert Sparks, Senior Director of Information Technology, LLC Staff
- Greg Wood, Senior Director of Communications and Operations, LLC Staff

Observers/Guests:

- Sean Croghan
- Jean F. Queralt (+Noota Assistant)
- Lisa Winkler
- John Hahn, Goldman Sachs (for agenda Part III)

Scribe

- Michelle Cotton, Board Secretary, Secretariat

Part I: Open to the Public

1. Conflicts of Interest Declared:

None

2. Record e-vote results and review of open action items

Three e-votes have been completed since the previous Board meeting.

 a. RESOLVED, The March 2025 Financial Statements are approved

　　Approved by E-vote

 b. RESOLVED, The April 16, 2025 Revised Board Meeting minutes are approved

　　Approved by E-vote

 c. RESOLVED, The May 7, 2025 Board Meeting minutes are approved

　　Approved by E-vote

There are no open action items from previous board meetings. The Board will review the action items that were identified at the 2025 Board retreat.

3. Review & approve prior month's financial statement

The Director of Finance reported the April 2025 Financial Statements were sent to the board on May 20, 2025. If there are no questions, these are ready for approval. The 2024 tax information is with ISOC for the consolidated tax return. The 2026 budget has been rolled over and the meeting budget is currently being worked on by AMS and is due by the end of July.

> *Action: Board Secretary to initiate an e-vote to approve the April 2025 Financial Statements.*

4. Update on the IETF's technical work

Public IETF Chair Report

For the IETF Administration LLC Board meeting on 11 June 2025

This report is provided by the IETF Chair and is read through at the meeting as it is not shared in advance with staff and observers.

- The following new working groups have been created:
  - [Domain-based Message Authentication, Reporting & Conformance](#) (dmarc)
  - [Digital Emblems](#) (diem)
  - [Formed HPKE Publication, Kept Efficient](#) (hpke)
- The IESG has been preparing for the upcoming IETF 123 in Madrid. It is actively reviewing and refining [BOF proposals](#) with final selections to be made on Thursday, June 12. The preliminary conflict review of the agenda will occur Thursday, June 19, 2025
- The IESG and IAB are convening the week of June 12 for joint and individual retreats.
- The IESG [responded](#) to [IESG-Appeal-131](#). This IESG response was appealed to the IAB in [IAB-Appeal-135](#).
- The IAB will convene the "[Tech & Policy: Building Bridges in Internet Governance](#)" networking session at the [Internet Governance Forum 2025](#).
- A collection of robust threads ([1](#), [2](#)) emerged on the [IETF discussion mailing list](#) to refine the requirements for the service which makes the IETF's archived videos available. The IETF Admin LLC Tools Team has engaged to understand the needs.

5. Executive Director Report - Public

Public Executive Director Report

For the IETF Administration LLC Board meeting on 11 June 2025

This report is provided by the IETF Executive Director and is read through at the meeting as it is not shared in advance to staff and observers.   There is no separate confidential report.

1.   Strategic Matters

Board Retreat

The actions from the board retreat are being worked through. The revised strategy documents will be prepared for the July board meeting.

2.   Policies

Code of Conduct / Approval and Delegated Authorities

The Code of Conduct, a Governance Policy, has been reviewed in response to feedback from contractors and with a view to extending its coverage to NOC volunteers, and a revised Code of Conduct is presented for approval, along with a revised Approval and Delegated Authorities. These drafts incorporate the following changes:

- Code of Conduct:
    - The definition of a Covered Individual is removed from the policy as this is duplicating the definition on the main policy page, and that central definition is referred to instead.
    - The requirement to follow other policies is removed as that is already specified by the contracts that bind people to these policies.
    - The table of Approval Authorities is moved into the Approval and Delegated Authorities, which is an Operational policy and more appropriate for this level of detail.
    - The clause on confidential information has been tweaked to cover the types of information that contractors are more likely to access.
    - The section on Social Media has been renamed as Communications to give a more general coverage, and the content tweaked to reflect this.
    - A new clause added to the section on gifts to enable people to accept gifts in situations where it is difficult to refuse and then notify the approval authority and take appropriate action, including destruction or regifting.
- Approval and Delegated Authorities
    - Renamed from Delegated Authorities
    - Has the table of Approval Authorities inserted at the front

The IETF community was consulted on the current version of the Code of Conduct but this is not proposed here as the proposed changes are administrative or operational tweaks, not a change in policy.

Proposed resolution: The revised Code of Conduct and revised Approval and Delegated Authorities are approved.

> *Action: The Board agreed to conduct the approval via e-vote to allow directors who were not present at this meeting to also vote on the resolution. Board Secretary to initiate an e-vote to approve the proposed resolution for the revised Code of Conduct and revised Approval and Delegated Authorities.*

3.   Finance

Nothing to report.

4.   RFPs and contracts

Cybersecurity testing services

We have appointed Doyensec who will be starting their tests after IETF 123 Madrid.

Secretariat RFP(s)

Following the guidance at the board retreat, work is well underway with a view to these being issued before IETF 123 Madrid and a decision made in September/October.

5.   Meetings

Revised new participant program

The revised new participant program held at IETF 122 Bangkok will be repeated for IETF 123 Madrid with minor adjustments.

IETF 121 Dublin

The Irish tax authorities are auditing our GST return, delaying our claimed refund and the production of the meeting statement. This should be resolved soon.

IETF 123 Madrid

Registration numbers are looking very good, as they normally are for European meetings. An update will be provided for the board meeting.

The Director of Meeting Operations and Sponsorships reported that the registration numbers for IETF 123 were looking good. As of the Board meeting, onsite registrations were at 796 and remote registrations were at 156. Hackathon registrations were at 428 onsite. These numbers are consistent with a meeting in July in Europe.

IETF 125 Shenzhen

This meeting has now been [announced](#). Work is underway to determine what IT/networking equipment will be taken and what will be provided locally in order to comply with technology import and export controls.

IETF 127 San Francisco

The decision of the board at the May retreat has been [announced](#). There has been some feedback on the IETF general list both agreeing and disagreeing with the decision.

Meeting Statements

The meeting statements for [IETF 119 Brisbane](#) and [IETF 120 Vancouver](#) have been posted.

Future of the IETF Network

The [I-D on Network Requirements](#) has been published and the limited feedback received so far is best summarised in this email from a community member:

> *For purely operational technical decisions (how many APs, etc.) I think the LLC clearly should decide and probably should not bother the community. For more significant technical decisions, the LLC should consult the community, not just do so at its discretion.*

> *For policy decisions (e.g., should we require authentication by users?) I think there should largely be a presumption that the status quo is what's expected and the LLC should consult with the community and get positive assent, including from the IESG before changing things.*

This fits with our normal way of doing things and so after a wider consultation with the community, this is the approach that will be followed.

6.   Tools/RPC/RSWG/RSCE

RPC Open monthly meetings

The RPC held its first open monthly meeting, a new initiative that came from the RPC retreat. The purpose of this new meeting includes
- Ensuring the IETF community understands and can provide feedback on the RPC priorities and plans so that these are aligned with community expectations.
- Provide transparency into the inner workings of the RPC so that the IETF community is better informed about the nature of the work and how that relates to the costs and performance of the service.
- Introduce the individual members of the RPC and their skill, tenure and workload as this has so far been largely hidden.

This meeting was well attended and there was an in-depth discussion on RPC priorities that will continue at the next meeting.

7.   IESG/IAB/IRTF/Trust

IESG/IAB Retreat

The Executive Director will be attending those parts of the onsite IESG/IAB retreat in mid-June that are relevant to the IETF LLC.

IESG/IAB Appeals

IETF Counsel have been supporting the IESG and IAB with legal advice due to the subject matter of recent appeals.

8.   Communications/Outreach

IETF Community Survey

The final report for the IETF Community Survey 2024 has been published and then a corrected version published soon after.

Annual Report

The Annual Report has been published.

9.   Fundraising

Values-based sponsorship

Our existing values-based sponsors have been contacted to see if they have any concerns with the titles of the sponsorship categories and they have all confirmed that they have no concerns.

10.   Miscellaneous

Nothing to report.

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6. AOB & Questions from observers

Question from Jean F. Queralt asked about the Code of Conduct and gifts that could be refused.

The Executive Director clarified situations if gifts are presented, they can be received and determined later what the final outcome of those gifts are. Dir. Camarillo also confirmed that this is standard and best practice in the industry.

Part II: Board + Senior Staff

1. Meeting Insurance

The Executive Director updated the Board on the status of meeting insurance for IETF 125.

2. Proposal for a Research and Insights Coordinator

The Executive Director sent a proposal to the Board for a new position for a Research and Insights Coordinator. At the board retreat the need for resources in this area were discussed. This would be a position that is outside the budget cycle therefore requiring Board approval. Some adjustments to the title, qualifications and job description may still be forthcoming, however not that will be reported to the Board. Dir. Danyliw asked about the affordability of this position. Dir. Turner is keen to have someone do this work but would like to see the opportunity costs. There was a question of whether this position would be better to be on staff or a contractor. The Executive Director indicated that with

the learning curve for the IETF, there were struggles with having contractors in the past. The Director of Finance indicated that the capacity exists in the budget to cover this work.

Proposed resolution: The creation of a new role, provisionally titled Research and Insights Coordinator, is approved.

> *Action: The Board agreed to conduct the approval via e-vote to allow directors who were not present at this meeting to also vote on the resolution. Board Secretary to initiate an e-vote to approve the creation of a new role, provisionally titled Research and Insights Coordinator.*

3. AOB

None

Part III: Board + Executive Director + Director of Finance

1. Fundraising priorities

The Board agreed to allow for more flexibility when it comes to fundraising.

2. Endowment projections

John Hahn, Vice President Asset & Wealth Management, Goldman Sachs, joined the meeting for this section and provided information about various fundraising scenarios and the relation to the endowment fund to the Board members.

3. Investment updates

Dir. and Treasurer Turner provided an update on recent investments to the other directors.

4. AOB

The Board went through the open action items from the board retreat. The chair will work with the secretary to make sure action points are shared and updated frequently.

Dir. Danyliw updated the Board about possible changes to the Ombudsteam.

Dir. Danyliw mentioned that the ongoing appeals create increased workload for the IESG.

Part IV: Board Only

None

Summary of Board Resolutions:

- Resolution 87-01: The March 2025 Financial Statements are approved
- Resolution 87-02: The April 16, 2025 Revised Board Meeting minutes are approved
- Resolution 87-03: The May 7, 2025 Board Meeting minutes are approved

Board Resolutions can be found at https://www.ietf.org/administration/llc-board/.

Summary of Action Items:

- A87-01: Board Secretary to initiate and e-vote to approve the April 2025 Financial Statements
- A87-02: Board Secretary to initiate an e-vote to approve the proposed resolution for the revised Code of Conduct and revised Approval and Delegated Authorities.
- A87-03: Board Secretary to initiate an e-vote to approve a new position, provisionally titled Research and Insights Coordinator.
- A87-04: Board to discuss AI assistants as participants in Board Meetings