



## Minutes of Shibboleth Consortium Board Meeting #123 14<sup>th</sup> August 2024 – Videoconference

### Attendees

| Name                | Organisation                | Country        |
|---------------------|-----------------------------|----------------|
| Scott Cantor (SC)   | Developer Representative    | United States  |
| Grace Moore (GM)    | Jisc                        | United Kingdom |
| Kevin Morooney (KM) | Internet2                   | United States  |
| Wolfgang Pempe (WP) | DFN – Member Representative | Germany        |
| Pal Axelson (PA)    | NORDUnet                    | Finland        |
| Steve Zoppi (SZ)    | Internet2                   | United States  |
| Alex Stuart (AS)    | Jisc                        | United Kingdom |

### Apologies

|                            |                              |                |
|----------------------------|------------------------------|----------------|
| Davide Vaghetti (DV)       | GARR – Member Representative | Italy          |
| Emily Brown (EB) Secretary | Jisc                         | United Kingdom |

Meeting Minutes approved from July 2024 – just need to capture that Wolfgang was in attendance.

### 1. Actions

| Ref   | Description                                                                                                                        | Owner | Complete by      | Status                                                                                                                                                                                          |
|-------|------------------------------------------------------------------------------------------------------------------------------------|-------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 106.6 | Board to agree plan to discuss income generation, review of regulations and succession planning                                    | Board | End of May 2024  | <b>Closed</b><br><br>Income generation is now considered closed. Separate items created to support review of regs/whether consortium wishes to become own legal entity, and succession planning |
| 106.7 | Board to agree plan about review of regulations/whether they wish to explore becoming a legal entity, and what next steps would be | Board | End of June 2025 | <b>Open</b>                                                                                                                                                                                     |
| 106.8 | Board to agree plan to tackle succession planning                                                                                  | Board | End of June 2025 | <b>Open</b>                                                                                                                                                                                     |

|       |                                                                                                                                                                                                                                      |         |                          |                                                                                                                                                                              |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 109.1 | Revise membership documents. Move away from 'charter' language. Look at what it means for a member to join.                                                                                                                          | Board   | TBC once 106.6 complete. | <b>On hold until 106.7 progresses.</b>                                                                                                                                       |
| 109.2 | Investigate legal status.                                                                                                                                                                                                            | SZ      | TBC once 106.6 complete. | <b>On hold until 106.7 progresses.</b>                                                                                                                                       |
| 122   | Finalise and send rate increase                                                                                                                                                                                                      | SC & EB | August 24                | <b>Closed</b>                                                                                                                                                                |
| 123   | FWD Monthly Finance & Membership Presentation to the board                                                                                                                                                                           | EB      | August 23                | <b>Open</b>                                                                                                                                                                  |
| 124   | Check how many 'out of office' responses received when rate increase email was sent out and confirm % of total list to the board, if possible, to allow them to determine if a resend of rates is required.                          | EB      | August 23                | <b>Open</b><br><br>EB – We didn't receive any because it was sent to a list.<br><br>Happy to do a resend this month? (Oct).                                                  |
| 125   | Consortium Manager should also aim to start renewals earlier than usual to allow time for people to cancel/object before invoice is sent out (for example, 30 days before invoice is sent, and include reminder about rate increase) | EB      | September 24             | <b>Open</b><br><br>EB – Noting that I have seen this. I normally aim for 2 months prior to their renewal date. Happy to send them out in bulk i.e. Jan-June/ June – Decembe. |
| 126   | Need to update website and potentially the Wikimedia pages to ensure members are aware of impending rate increase                                                                                                                    | SC      | September 24             | <b>Open</b><br><br>EB – Yes, I was thinking about this. If you agree, I can action this Oct or early Nov if you think Oct is too early.                                      |

## 2. Financial and membership updates

- Were not able to share this during the meeting due to unforeseen absence of the Consortium Manager
- Agreed presentation would be sent to the board ASAP after the meeting, and ad hoc call can be arranged to discuss if it's felt it's required
- Alternatively – we will discuss in the next board meeting
- This is captured by Action 123

### **3. Development update**

<https://shibboleth.atlassian.net/wiki/x/AQB44g>

- Scott talked through monthly update during the meeting
- No immediate questions posed by the board

### **4. Discussion of Development Roadmap and sustainability of Development team**

- Pal raised that as a federation operator, it's hard to know which version of the IdP members use without having to play around with available metadata. Scott confirmed that the consortium won't expose this in future products as does mean a potential security risk but that members can make this visible themselves if desired
- There was also a discussion about consolidating down to a single-end point however I was not clear if that was related to the IdP or SP
- There was also a discussion about wallets being made more of a priority. This work is likely to be picked up by Phil Smart.

### **5. AOB**

- N/A for the August 2024 meeting

### **6. Next Meetings:**

**Wednesday 11<sup>th</sup> September**

**Wednesday 9<sup>th</sup> October**