DONA FOUNDATION

BOARD OF DIRECTORS MEETING
(July 3 & 4, 2014)

SUMMARY OF THE MINUTES

On notice duly given, a meeting of the Board of Directors of the DONA Foundation ("DONA" or "Foundation") was held at the Louis-Jeantet Foundation in Geneva, Switzerland beginning at 2:30 pm on July 3, 2014. The Chair thanked the University of Geneva for making the facilities of the Louis-Jeantet Foundation available for the Board meeting and for their hospitality.

Present at the meeting were Robert E. Kahn (Chair), Stefan Eberhard (Secretary), Xinmin Gao, Antoine Geissbühler, Norman Paskin, Adama Samassékou, Peter Wittenburg and Stephen Wolff, being all the members of the Board of Directors; and (for portions of the meeting) Patrice A. Lyons, Christophe Blanchi and Sam Sun representing CNRI, and Alexander Ntoko, Preetam Maloor and JeoungHee Kim representing ITU. In addition, several invited guests were present for most of the meeting at the invitation of Dr. Kahn.

ROLE OF THE DONA FOUNDATION

The meeting began in open session. An agenda for the meeting had been circulated to the Board and, after a short discussion, was approved as presented. Dr. Kahn opened the meeting with a welcoming statement followed by introductions from each of the Board members, and others in attendance. He provided a brief historical overview of the Digital Object (DO) Architecture and mentioned the early efforts within the IETF that led to three informational RFCs describing the Handle System, in particular the Global Handle Registry (GHR), an important component of the DO Architecture. He noted that the RFCs are currently being revised to reflect experience over the years. He also brought to the Board's attention, Recommendation ITU-T X.1255 (Geneva; September 2013) and explained why X.1255 is important to the adoption of the DO Architecture going forward.

He then described the important role that was envisioned for the Foundation in enabling and expanding the use of the DO Architecture. He explained that the purpose of the Foundation, as set forth in the DONA Statutes, was twofold: 1) "to provide management, software development and other strategic services for the technical coordination, evolution, application and other use in the public interest around the world of the Digital Object Architecture;" and 2) within its purpose, to administer and maintain the stable operation of the GHR, a key component of the DO Architecture, and to authorize and coordinate the administration of the GHR with multiple parties around the globe known as Multi-Primary Administrators (MPAs).

ESTABLISHING THE DONA FOUNDATION

Dr. Kahn described the steps that had been taken by Corporation for National Research Initiatives (CNRI), as Founder, to establish the DONA Foundation as a non-profit organization based in the Canton of Geneva, Switzerland. He noted that the University of Geneva had graciously offered to host the Foundation at the University and that CNRI had accepted this kind offer.

Attention was called to the Constitutive Deed (Deed) of the Foundation, including the Foundation Statutes and By-Laws that were formally executed in Geneva on January 20, 2014 on behalf of CNRI; and the Foundation was registered with the Register of Commerce of the Canton of Geneva the following month. In the Deed, the first Board of the Foundation was appointed, with Robert Kahn as the Chair of the Board, and Stefan Eberhard, Secretary. The Deed also indicates the appointment of Baker Tilly Spiess, SA as the auditor and that this firm accepted the appointment. The Board agreed with this choice of auditor. The Foundation was formally made subject to the supervision of the Swiss Supervisory Board for Foundations in April 2014. The Foundation's Constitutive Deed, Statutes and By-Laws are available at the Foundation's site: http://www.dona.net.

A brief summary of the key provisions of the Foundation Statutes and By-Laws followed. Of particular note was the fact that the Foundation is intended to be a technical body and that issues that are inherently political or that involve public policy issues should be referred to others for resolution or advice. The discussion also included funding, and possible projects with other relevant organizations.

GENERAL DISCUSSION

A more free-ranging discussion of issues followed. Among those that were brought up and considered include:

- What is a repository? What functionality should it provide?
- Describing these concepts in different languages? And with "cultural awareness."
- Management of large datasets will require identifiers, but the notion of "type" is key.
- Authentication and authorization procedures need to be made more specific.
- Communicate what DONA is doing. What are the most meaningful things?

Dr. Kahn then provided a more detailed technical description of how the Handle System resolution works, the role of the GHR in this context, and how mirroring fits in. He mentioned a number of issues that the Board may have to deal with in the future, including legacy prefixes, and prefix reuse. He described the current operational requirements along with changes in operations that the multi-primary

administration system will entail, including changing the way CNRI licenses its software so that it can be used by an authorized MPA.

DONA FOUNDATION AGREEMENTS

Dr. Kahn then described documents that he, in his capacity as initial Chair of the Foundation, had signed after the Foundation was established, including, in particular the Operational Framework Agreement for the Global Handle Registry between CNRI and the Foundation that provided for the transfer of responsibility for the overall administration of the Handle System, including in particular the GHR, from CNRI to the Foundation along with the trademarks Handle System, Global Handle Registry, and GHR.

DESIGNATION OF INITIAL MPAS

There followed a discussion about MPAs. The Board then adopted a resolution to designate four organizations as initial MPAs. The following resolution was unanimously adopted by the Board:

> RESOLVED, that, recognizing the important contributions and interests of the organizations named below in advancing the purpose of the DONA Foundation, including in particular the operation of the Global Handle Registry on a multi-primary basis in the public interest, the Board of Directors hereby designates each such organization as a Multi-Primary Administrator (MPA), subject to their entering into an MPA Service Agreement with the DONA Foundation for this purpose:
>
> Corporation for National Research Initiatives (CNRI);
>
> Coalition for Handle Services -- China (ETIRI, CHC and CDI);
>
> International Telecommunication Union (ITU); and
>
> Gesellschaft für Wissenschaftliche Datenverarbeitung mbH Göttingen (GWDG).

The Board then addressed the issue of potential new MPA candidates. It was stressed that each such organization should be of a diverse nature, geographically distributed to the extent practicable, committed to the open architecture nature of the DO Architecture and have relevant technical background and expertise to carry out the purpose of the Foundation. The Board agreed that a multi-stakeholder approach, with competition and without overall government control, would be the basic guide in considering applications from organizations seeking to become MPAs.

MPA REPRESENTATION ON THE BOARD

Following the establishment of the Foundation, the By-Laws provide for a certain number of representatives from MPAs to serve on the Board. Given that four organizations were now designated as initial MPAs by the Board, an assessment of this criterion followed. The four organizations indicated that they would convey to the Foundation if any of the current Board members represented their organization, or whether there was a need to augment the Board to meet the requirements.

EXECUTIVE DIRECTOR

After a discussion of his background, capabilities and interests, the Board appointed Christophe Blanchi to be the initial Executive Director of the Foundation. He shall serve during the remainder of 2014 as a consultant to the Foundation on a half-time basis; and, beginning in 2015, he shall become an employee of the Foundation.

GENERAL MATTERS

The Board addressed other matters relating to the operation of the Foundation, including adoption of the Budget, travel policy and committee membership. Several of these matters were taken up in Executive Session.

FREQUENCY OF BOARD MEETINGS

A discussion of Board meeting frequency followed. The conclusion was that at least one face-to-face board meeting shall be held roughly once a year, but that other Board meetings could be arranged as required, taking into account the relevant provisions of the Foundation By-Laws. Meetings that do not entail face-to-face participation could be arranged by one or by a number of other arrangements, as long as at least one of them works for each participant.

It was suggested that the Board consider another face-to-face meeting in about six (6) months to reflect on the operational plans, public communications and potential pilot projects, and to set a common vision for the next year's agenda.