DONA FOUNDATION

BOARD OF DIRECTORS MEETING
(July 5 & 6, 2016)

SUMMARY OF THE MINUTES

Board Members Present: Robert E. Kahn (Chair), Stefan Eberhard, Gao Xinmin, Antoine Geissbühler, Rashid Ismailov, Ed Pentz, Adama Samassékou, Peter Wittenburg and Stephen Wolff.

Also present were: Alexander Ntoko, representing ITU; Patrice Lyons, representing CNRI. The DONA Foundation's Executive Director, Christophe Blanchi. In addition, several invited guests were present at most of the meeting at the invitation of Dr. Kahn.

1. Opening of the Board Meeting

On notice duly given, a meeting of the Board of Directors (**Board**) of the DONA Foundation (**DONA** or **Foundation**) was held at the Campus Biotech building located at Chemin des Mines 9, Geneva, Switzerland, beginning at 14:20 on July 5, 2016. The Chair thanked the University of Geneva and Campus Biotech for their hospitality and for making the excellent facilities available for the Board meeting.

A draft Agenda for the meeting had been circulated to the Board members prior to the meeting, as well as the Minutes from the last board meeting (July 2 and 3, 2015). Upon motion duly made and seconded, the Minutes were approved, as presented, and a slightly modified Agenda was approved that included, in particular, consideration of an Initial Competition Policy and Guidelines. The Board met in Executive Session for a portion of the meeting, during which time the invited guests left the room.

In view of the difficulty of coordinating calendars among many busy individuals, and after further discussion, the Board decided that the first week in July was acceptable for holding the Annual Meeting of the Board in the future. Board members were asked to hold those dates on their calendars each year going forward.

2. Report from the Executive Director

a) *GHR-Related Activities*: The DONA Executive Director, Christophe Blanchi, presented a detailed report on progress made over the past year on the transition of the Global Handle Registry (GHR) from experimental to operational mode. The transition took place on December 9, 2015; and the GHR was reported to be operating reliably with the initial three Multi-Primary Administrators (MPAs). There followed comments about the management of what are termed "legacy prefixes" and other transition matters.

b)   *DONA MPA Coordination Meeting*: Mr. Blanchi then reported, in general terms, on the DONA MPA Coordination Meeting that took place on July 4, 2016 immediately prior to the

Board meeting. He noted that the Coordination Meeting was intended to enable the exchange of technical and operational information among the MPAs and that the meeting was useful. He suggested that at least one future Coordination meeting be scheduled on the day before each upcoming Board meeting so that issues raised in the latest Coordination Meeting could then be brought directly to the Board's attention, as appropriate.

3. Discussion of MPA Status

The Chair observed that, since the start of 2016, two new Multi-Primary Administrators (MPAs) had entered into MPA Service Agreements with the DONA Foundation: International DOI Foundation (IDF) (effective January 1, 2016); and Communications and Information Technology Commission (CITC) of Saudi Arabia (effective July 1, 2016), and that there are now five Multi-Primary Administrators (MPAs): CNRI, GWDG, the Coalition, IDF and CITC. The current goal is to increase the number of MPAs to approximately twelve (12) in the next few years.

He informed the Board that the DONA Foundation had received formal expressions of interest in becoming MPAs from two entities in Africa. After discussion, the Board approved the designation of these entities as MPAs, subject to each of them entering into an MPA Service Agreement with the Foundation.

4. Initial Competition Policy and Guidelines

The Board then addressed the proposed draft *Initial DONA Foundation Competition Policy and Guidelines* that had been circulated to the Board prior to the meeting. It was observed that, from a competition policy perspective, a possible distinction could be drawn between an MPA authorized by DONA to provide GHR Services as an infrastructural matter, and an organization that is authorized by an MPA to provide local handle services. After further discussion, the Board approved the adoption of the Initial Competition Policy and Guidelines, without change from the draft, and invited the Board members to share their comments on this matter over the coming months.

5. DONA Standards Efforts

The Board discussed the need for DONA to promote the technical development and standardization of the Digital Object Architecture and its components by working with other standards bodies, as appropriate, but also by focusing on managing key aspects of the standards process itself. The sense of the Board was for DONA to establish a working group to undertake this role.

6. Resolution on Hot Standbys; and Comments on Mirroring

The Chair began by acknowledging that, while the mirroring of MPA GHR Services raised several complicated issues, consideration of "hot standbys" was relatively straightforward. He called the Board's attention to the draft Board Resolution on the hot standby issue that was posted at dona.net site prior to the meeting. If approved, the new wording would be incorporated in the then current DONA Foundation Policies & Procedures (as of November 26, 2014), and a revised version would be posted at the dona.net site.

In the discussion that ensued, it was suggested that the words "IP address" in the draft Resolution be replaced by "location." In reply, it was noted that the GHR, as now deployed, supports the use of IP addresses. The Board adopted, without change, the draft Resolution to enable a second hot standby at a second IP Address, but agreed that consideration should be given over the next years to other approaches that may emerge.

7. Allotment of prefixes to countries, cross-country and regional entities

As invited by the Board at its 2015 Annual Meeting, Dr. Wolff prepared a draft DONA policy for the allotment of prefixes to countries, cross-country and regional entities that was posted at the dona.net site prior to the Board meeting. The Chair asked Dr. Wolff to summarize his report and present his recommendation. In general, he concluded that it was not advisable to make special prefix allotments in this context since it may eventually lead to incorporation of semantic content in prefixes allotted for use in the GHR. As recommended in his report, rather than differentiate on the basis of country, cross-country or regional entities, it is advisable to continue, for at least a five year period, the practice of allotting two-digit credential prefixes to authorized MPAs as has been the case to date. At that time, the Board could revisit the matter in light of experience. The Board approved this policy.

8. Reports from two Board Committees

(a) *Public Communication:* Mr. Eberhard presented a report on the work of the Public Communication Committee. He began with an overview of a detailed Corporate Communication chart. It is important to develop materials, perhaps an entertaining video, to improve the perception of DONA in the marketplace. Such outreach should also be sensitive to linguistic differences. Mr. Eberhard stressed that there was a need to develop better documentation on the dona.net site. Improvements in public communication may also be beneficial in recruiting new MPAs.

(b) *Pilot Projects:* Dr. Geissbühler discussed two special projects in early stages of development. While certain global projects were under consideration, it was thought best to start with local projects in DONA's own "back yard" – Geneva – with a focus on health care. The Board expressed interest in learning more about these projects as work progressed. For future projects, the Board concluded that the Foundation should require a written proposal in advance so the Board could make a decision on a case-by-case basis.

No other issues being raised, the meeting was adjourned.