DRYAD BOD January, 2022
Meeting Minutes

Approved: April 13, 2022
Published: July 13, 2022; 3:15 Time PM (Eastern Time US/Canada)]
Secretary Signature:

Meeting Information

Date: Monday, January 24, 2022
Time: 10:00 AM Eastern Time US/Canada
Location: Online
Meeting type: Regular
Notice given: October 15, 2021

Attending

Board of Directors

Board members present: Scott Edmunds, Ian Mulvany, Fiona Murphy, Naomi Penfold, Iratxe Puebla, Judy Ruttenberg, Caroline Sutton, Jason Williams, Johan Nilsson and Günter Waibel (ex officio), Jennifer Gibson, Executive Director (ex officio);

Board members absent: Brooks Hanson, Wolfram Horstman
Board members (late or early departure): Catriona MacCallum
Board Chair/Secretary Present: Yes
Quorum: Yes

Guests

Daniella Lowenberg (Dryad Product Mgr, CDL)

Agenda Items

01. Introductions

> **Notes**: Welcome and self-introductions by Board Members.

02. Approval of past minutes
   a. Approved by email vote:
      https://github.com/datadryad/governance/blob/main/meeting-minutes/2020-2021/2021-Nov_Dryad_BOD_Minutes.pdf

03. Financial forecast update (for information)
   a. Summary of position
   b. Statement of Profit and Loss, July 1 - December 31, 2022
   c. Updated budget/forecast
   d. BOD-approved budget for 2021-2022
   e. Please note that the 2022-23 budget will need approval before July 1, so we'll schedule a special meeting for June. Expect a poll for availability

> **Notes**: The board appreciated the level of detail presented. This effort was led by Jen as she gets a deeper understanding of our financial positions. Will transform more responsibility to our incoming Business Operations Manager and outsourced finance and accounting (CxORE) over the next six-months.

04. Vice-chair appointment (for approval)

> **Notes:** S. Edmunds in discussion with Johan has agreed to stand for Vice Chair. (Passed, motion 1)

05. Resourcing
   a. Goals for the Board discussion:
      i. To make the Board aware of high priorities and risk in order that they may hold the Executive to account for solutions and risk-mitigation
      ii. Secondary goal: to develop understanding on the Board and Executive team of what Dryad does and how
   b. Dryad value chain and resourcing schedule
   c. Presentation of risks and solutions
   d. Discussion

Notes: One of Jen's goals has been to make Executive priorities more clear to the board to create greater accountability and engagement.

Jen presented a diagram of the value chain linking Dryad's core activities and services to the community with the revenue that allows us to provide these services and positions us to innovate.

A presentation of the resourcing schedule was presented to help the board understand how Jen is prioritizing and appropriately resourcing any areas of high-risk. The finance committee, executive committee, and other board members have had significant input in developing this document.

06. Other priorities
    a. Goals for the Board discussion:
         i.   To hear from representatives of each of the sub-groups and confirm state of engagement, understanding and concern
        ii.   To check on the Board's high-level understanding of each of the topics: are the updates working?
    b. Publisher and journal agreements (Ian, Fiona, Caroline)
    c. Curation process (Scott, Iratxe, Catriona)
    d. Institutional members

Notes: Some members of the board felt that some more granular reporting in the publication workflow could be helpful to help them identify where their experience could be used to improve some of the current curation process.

One board member inquired about our access to expertise in process improvement. It was suggested that as we get a more detailed understanding of the current curation pain points/opportunities to streamline there are several frameworks we can draw on.

Board publishing group members gave insights on how we can better characterize the relationship between our value chain and appropriate pricing. This may also make it possible to provide increased transparency; aligned to Dryad's values as a nonprofit. Jen and the Publishing group are working towards updating our current models.

One board member inquired about the onboarding time for institutional onboarding - How much time does it take currently? How can we improve this process? Currently, Jen is looking at how this process works and how we can

better resource the approaches and staff needed to make this process work optimally.

07. Board engagement
   a. 100 days goal: Establish a productive working relationship with the Board of Directors, where 3 to 4 directors become familiar with at least one element of the business.

   Notes: Johan confirmed the board's sentiment that we feel thoroughly informed and congratulated Jen on delivering on this objective. We also appreciate how much board members are being used to inform all decision making.

08. Moving beyond 100 days: Forthcoming plans (for information)
   a. Activities for the end of this fiscal and for 2022-2023
   b. Budget 2022-2023
   c. Scope of the CDL partnership (Q2)
   d. Longer-term financial view

   Notes: The finance committee has requested a draft budget be available by May/June.

   The NIH announcement of funding will be public shortly. The board discussed how to communicate our involvement in the GREI program, including our perspective as a non-profit in this space.

09. Non-verbal updates (for information)

10. Next meeting: April 13, 2022, 3:00 - 4:30pm UK. Please note the meeting is 90 minutes and not 60

11. Meeting Adjournment: __ UK / 11:31 AM Eastern Time US/Canada

Meeting adjournment: 11:31 AM Eastern Time US/Canada

Summary

Motions and Actions

Motion(1):   *To elect Scott Edmunds as Vice Chair of Dryad Board of Directors*
(Motioned by Johan)
Seconded**:** Judy
Result**: Passed**