


## Dryad Board of Directors April 2022

# Meeting Agenda & Minutes

---

Approved: April, 13, 2022

Published: July, 12, 2022; 3:15 PM (Eastern Time US/Canada)

Secretary Signature: 

---

### Meeting Information

Date: Wednesday, 13 April 2022

Time: 3:00 - 4:30PM UK / 10:00 - 11:30 AM Eastern Time US/Canada

Location: Please join via Zoom

Meeting type: Regular

Notice given: October 15, 2021

### Attendance

Please sign in (first name, last name)

#### Board of Directors

Board members present: Jason Williams, Ian Mulvany, Scott Edmunds, Fiona Murphy, Iratxe Puebla, Judy Ruttenberg, Naomi Penfold, Brooks Hanson (first hour), Catriona MacCallum,, Wolfram Horstmann

Board members absent: Caroline Sutton, Günter Waibel

Board members (late or early departure) - BOD members please put your name here if you missed/will miss a portion of the meeting: Brooks Hanson (have to leave at top of hour)

Board Chair/Secretary Present: Yes

Quorum: Yes/No

#### Guests

Please sign in: first name, last name, (Title, Affiliation/Organisation)

- Daniella Lowenberg (CDL/Dryad Prod Mgr)

- Jess Herzog (Dryad, Interim Publishing Mgr)
  - Mark Kurtz (Dryad, Head of Business Operations)
- 

## Agenda Items

1. Welcome to Mark and Jess (Johan)

**Notes:** Johan introduced Jess Herzog, long-time Dryad employee now Interim Publishing Manager, and Mark Kurtz joining the team as Head of Business Operations.

2. Approval of past minutes: [DRAFT January 2022 BOD PUBLIC minutes](#) (Jason)

**Notes:** After review, a motion **Passed** to accept these notes.

3. Risk analysis update - Appendix A: [Risk profile FY22](#) (Jen)

**Notes:** Jen presented a report and format for analysis of risk, detailing specific areas of Dryad organisational functions and a current estimation of risk (i.e., high, medium, low). The Board has become familiar with the first formulation of this reporting structure, and has had an opportunity for feedback on its usefulness and level of detail. Board members commented on the level of detail, and inquired about how updates will be timed. A potential area for improvement may be additional details on which specific business components align with which reported categories/business operations. The monthly reports may help add this detail.

4. Finance update - [Appendix B: Finance update](#) (Mark)


**Notes:** Mark presented some ideas on visualisations and breakdowns of our current budget tracking and requesting input from the Board. Board members generally found this useful and significantly clarifying. The Board was also updated on retention of a new CPA who will assist with auditing and tax filing ahead of our upcoming budget for the next fiscal period. The Board discussed what helpful questions we can pose and how we can

5. Situation analysis - brief discussion of questions/comments arising from outcomes and presentation, Appendix C:

[Situation review - progress report and request for feedback, March 2022](#) (Jen)

**Notes:** Jen reviewed the SWOT analysis that came from her early discussions with the Board. This is not a formal analysis, but the Board is still invited to provide and/or refine with any feedback. This has been an interactive and iterative process, and Jen has solicited feedback offline in the past few weeks.

±3:45pm UK

6. Dryad goals, milestones and progress - Appendix D:  Goals and activities 2022-2023 (Jen)

**Notes:** Dryad's fiscal year starts on June 1st. We reviewed 6 goals Jen has been pursuing from her onboarding and reviewed work with the Board to assess these. The board commented on the usefulness of the overview presented and discussed ideas for what should be priorities in the next 6 months.

7. Review of non-verbal updates - Appendix E (below) (Jen)

**Notes:** Board reviewed non-verbal updates from Jan.

8. Next meetings:

- a. June 2, 2022 3:00 - 4:30PM UK / 10:00 - 11:30 AM Eastern Time US/Canada: Special Board Meeting to review and approve the FY23 Budget
- b. July 20, 2022 3:00 - 4:30PM UK / 10:00 - 11:30 AM Eastern Time US/Canada: The Dryad - CDL collaboration

9. AOB

4:15pm UK

10. Executive session

**Notes:** Executive session.

11. Meeting Adjournment: \_\_ UK / **11:38 AM** Eastern Time US/Canada

##

## **Summary**

### Motions and Actions

Action:

Action:

Action:

Motion: To approve minutes of January 2022 BOD meeting (by) Jason

Seconded: Judy

Result: **Approved**


Motion: (by)

Seconded:

Result:

##

## **Appendix E: Non-verbal updates**

1. The Finance Committee (Brooks, Ian, Judy, Naomi, Wolfram) have met twice since the last Board Meeting and have been given an introduction to the Dryad financial picture (Appendix F:  Introduction to Dryad Finance ) in order that they are well-poised to make decisions and provide advice. Since the last Board meeting, Ian and Brooks have agreed to join and Scott agreed to step down in light of his new commitment to ExCo and the curation miniBOD.
2. In the meantime the Executive Committee (Johan, Jason, Naomi, Scott) have been meeting monthly and have provided support to the ED in general as well as on financial decisions. They have also been getting up to speed on current grant movements/obligations and new opportunities, which will reach the BOD in time.
3. The Publisher Model miniboard (Caroline, Fiona, Ian, Johan) has now seen a new proposal for publisher pricing, developed by Mark and Jon Treadway. Progress and next steps are set out in the milestones discussed today.
4. The Curation miniboard (Catriona, Iratxe, Scott) have also met several times (with Jess) to learn about the Dryad curation process, areas needing attention, and possible metrics. Progress and next steps are set out in the milestones discussed today.
5. The work to secure new institutional members is active and was last described in our February monthly report. (Please don't hesitate to say if you haven't received it or find it difficult to consume easily).
6. Jen has reached out to the Scientific Advisory Committee and initiated a call for May.
7. Product Development
  - a. The team has been cleaning up the Dryad platform both by trimming unnecessary code and dependencies and adding feature sets that optimize the user experience, specifically around metadata (including a full upgrade to React). UX work and testing has begun on the Dryad-CEDAR integration for disciplinary metadata templates.
  - b. Karthik Ram (Data Scientist, UC Berkeley) has joined as a contractor to run an analysis of the usability of Dryad's data corpus and from there identify the next set of integrations and tools Dryad can implement to optimize reuse.

- c. Priority: job posting is up to hire a Senior Developer to join the Prod Dev team
  - d. Jen and Daniella have started planning a workshop for researchers in association with the \$48,000 NSF Community Meeting Award held by CDL for Dryad, to be held before Nov, 2022.
  - e. Daniella and Jen submitting Dryad to the [Global Core Biodata Resource](#) selection process for consideration
8. GREI: NIH work has kicked off with a series of monthly meetings to understand what the repositories will work on together through “coopetition”. DL representing Dryad and taking a “backseat” approach to the work ahead, understanding the sensitivity of Dryad sharing any of our “secret sauce” with our competitors.
9. At spring CNI 2022, Lorcan Dempsey mentioned Dryad multiple times in closing keynote as libraries “scaling and right sizing at the network level” and showing a graph of where Dryad sits versus figshare noting that Dryad is the optimal