

**OFA XWG Meeting  
October 12, 2017  
11am Mountain**

1. Roll Call:

Board Members:

At-Large / Jason Gunthorpe

**At-Large / Bob Noseworthy**

Broadcom / Eddie Wai

**Cray/Paul Grun**

HPE / Andy Riebs

Huawei / Daqi Ren

IBM / Bernard Metzler

Intel / Jim Pappas

**Jump Trading / Christoph Lameter**

**LANL / Susan Coulter**

LLNL / Matt Leininger

**Mellanox / Bill Lee** for Gilad Shainer

NetApp / David Dale

Oak Ridge / Scott Atchley

Oracle / David Brean

Sandia / Mike Aguilar

Unisys / Lilia Weber

Also present:

**LANL/Jesse Martinez**

**OFA/Jim Ryan**

Intel/Paul Bowden

LANL/Parks Fields

**Intel/Bob Woodruff**

2. Approve XWG minutes from 10/5

There will be more edits to the 5 October 2017, requested by Cray. The minutes will be reviewed by the XWG and approved at the next XWG meeting.

3. Budget / Reserves / Surplus / Contract Positions

- It was unanimously agreed by the members attending the XWG meeting today that we need paid contract Executive Director if we are going to continue to be a viable organization. An Executive Director is important to keep the organization running. There is a great deal of services that an Executive Director would perform on behalf of the Alliance. One of the responsibilities of an Executive Director will perform, as well, is to help to increase OpenFabrics Alliance membership with a greater focus placed on 'end users' of RDMA focused products.

- A possible recommendation will be made by the XWG to the OpenFabrics Alliance Board to provide funding for a contracted Executive Director, out of Reserve Funds for fiscal year 2018. The recommendation will be based upon the results of a ‘straw poll’ taken with other members of the Alliance about an increase of dues needed to support an Executive Director position beyond fiscal year 2018.

In order to provide funding for an Executive Director for fiscal year 2019 and beyond, the XWG will approach the other members of the OpenFabrics Alliance (especially the Adopters and Supporters) to help these members understand the importance of having an Executive Director and explain why the OpenFabrics Alliance board would want a projected membership price increase of between \$3000 and \$5000 for fiscal year 2019.

- Jim Ryan will research projected membership dues increases necessary to each category of membership levels if the Alliance gains or loses members.
- A draft contract for an Executive Director position reads as follow:

*Executive Director Contract <DRAFT>*

*Date: \_\_\_\_\_*

*This contract is between the OpenFabrics Alliance (OFA) and*

*\_\_\_\_\_.*

*This position is called Executive Director. The role of the Executive Director (ED) of the OpenFabrics Alliance (OFA) is to implement the strategic plans of the OFA in a cost-effective and time-efficient manner. This requires the ED to assist in complex and long-running projects, providing insight and leadership to achieve successful completion. The ED will be expected to lead the effort to retain existing OFA members, and to seek out and encourage new membership in the OFA. Other responsibilities include playing a strong role in both the logistics and technical content planning for the annual workshop, as well as participating in the identification of other organizations and conferences with whom the OFA could build synergistic relationships. The ED may be expected to fill in as Secretary or Treasurer in the absence of those officers. The ED reports to the Board of Directors and the Board of Directors grants the ED the authority to perform tasks. The ED is accountable to the Chair of the Board of Directors and will be required to provide status reports on a regular basis.*

*The compensation for this position will be \$75.00 per hour. The number of hours worked per week should not exceed an average of 20 hours per week in any calendar month. Periods during which large efforts are underway, however, may require more than a 20-hour average. This is allowable with prior authorization. Estimated total annual compensation is \$80,000. (\$78,000 + buffer)*

*A 1099 earnings statement will be provided annually. The OFA will not be responsible for filing or paying any taxes related to these earnings. A monthly invoice needs to be submitted to the OFA by the 10<sup>th</sup> day of the month following the month being invoiced. Along with the submitted invoice, an Excel spreadsheet needs to be provided containing detailed information about the work performed, in 30-minute increments. This documentation should be submitted to the Board Chair for approval, and will be made available to any Board member. All required OFA travel would be reimbursed. Original receipts will be required when submitting travel expenditures. This contract employment is “at will” and may be terminated at any time by either party. If OFA wishes to terminate, a one month notice will be given. This offer is contingent upon your ability to provide proof of your eligibility to work in the United States. A completed [W-9 form](#) will be required, as well as two forms of identification.*

4. The current Mission Statement is to:

- Provide a neutral environment for community assets and infrastructure in support of*
- the development and enhancement of highly performant networking software,*
  - the integration of that software with new and emerging technologies,*
  - the adoption of that software by consumer APIs*
  - the deployment of that software by end users.*

Paul Grun (Cray) motioned to adjourn the meeting. Susan Coulter (LANL) seconded the motion.