DDI Alliance Executive Board Meeting 25 June 2019

Present: Bill Block, Cathy Fitch, Maggie Levenstein, Jared Lyle, Steve McEachern, Dana Mueller, Barry Radler, Joachim Wackerow

Budget

The Executive Board reviewed the FY2020 draft budget originally discussed in its April 2019 meeting and reviewed in its May 2019 meeting. The original draft budget proposal included all requests from the Scientific Board, Technical Committee, Marketing Working Group, and Training Working Group.

All but one Board member voted against the original proposal, in which total expenses would exceed revenue by approximately \$62,112. Concerns raised about the original proposal included: (1) not enough funding to conduct membership feedback, and (2) too high of a deficit.

An alternative proposal was put forward to remove the following items from the original proposal:

- \$948 GoToWebinar
- \$4,000 DDI URN registration at IANA
- \$20,000 Project management
- \$10,000 OWL/RDF consultant
- \$20,000 Training library editor

Discussion ensued about the tradeoffs of cutting individual line items.

The alternative proposal also included an increase to the "Gather feedback from DDI membership" line item, from \$13,000 to \$30,000, reflecting more realistic costs associated with the feedback collection. There was unanimous support to gather feedback, although there were questions about what to do with the feedback and whether it would really change future decisions. It was noted that while feedback results may be imperfect and not a panacea, they will help inform Alliance leadership about what the membership wants and where to invest future resources.

The final portion of the alternative proposal discussion involved funding for the DDI 4 Core (\$12,000) and Extension (\$10,000) sprints. Board members discussed whether to fund both, one, or no sprints. Included in the discussion was who needs sprint funding and whether they can obtain funding from other sources. Also part of the discussion was whether to continue to invest in DDI 4 work before gathering membership feedback about support for DDI 4 functionality.

It was decided to support funding for the DDI 4 Core sprint (\$12,000) but not for the Extension sprint (\$10,000) during FY2020. Board members requested that the Core sprint share expected deliverables before the sprint and report back to the Executive Board directly after the sprint about the outcomes and tangible deliverables.

After long and complicated discussions, the Executive Board achieved a compromise about the FY2020 budget. The following table outlines the approved final FY2020 budget (right column) in context of the original proposal (left column). The approved budget includes total expenses of \$125,900, with a deficit of \$20,400. This deficit would reduce uncommitted reserves from approximately \$171,000 to a projected \$150,000 at the end of FY2020.

		Original proposal	Final Decision
Total Revenue		\$105,500	\$105,500
Expenses			
Staff Salaries		\$32,764	\$35,000
Research Suppl	ies & Services		
	GoToWebinar	\$948	\$0
	Google Cloud	\$600	\$600
	Wire and card fees	\$300	\$300
Alliance Travel a	and Hosting		
	Annual meeting hosting	\$1,000	\$1,000
	Meeting attendance (e.g., UNECE)	\$2,000	\$2,000
Other			
	DDI URN registration at IANA	\$4,000	\$0
Scientific Board			
	DDI tutorials and workshops at conferences	\$15,000	\$15,000
	Project management	\$20,000	\$0
	Acting Committee of Scientific Board	\$7,000	\$7,000
	DDI 4 Core sprint - Dagstuhl	\$12,000	\$12,000
	DDI 4 Extensions sprint - IASSIST 2020	\$10,000	\$0
	Interoperability of Metadata Standards 2019 workshop	\$6,000	\$6,000
	OWL/RDF consultant	\$10,000	\$0
Technical Comm	nittee		
	Technical Committee Face-to-Face Meeting	\$17,000	\$17,000
Marketing			
	Gather feedback from DDI membership	\$13,000	\$30,000
Training			
	Training library editor	\$20,000	\$0
Total Expenses		\$171,612	\$125,900
Revenue Over/(Under) Expenses		-\$66,112	-\$20,400
*Yellow backgro	und indicates a change from the original proposal		
**Amounts are in	n USD.		