EARN EXECUTIVE COMMITTEE (EARN EXEC)

EARN EXEC-MEETING NUMBER 24

Minutes of the meeting held February 23/24, 1989

PLACE:                        Paris, France

EARN EXECUTIVE: Paul Bryant,        (PB)        Secretary
                Avi Cohen,          (AC)
                Frode Greisen,      (FG)        President
                Michael Hebgen,     (MH)        Vice President
                Jean-Claude Ippolito,(JCI)      Treasurer
                Dennis Jennings,    (DJ)
                Stephano Trumpy,    (ST)


EARN STAFF:     Alain Auroux,       (AA)        Paris Office
                Cathy Gregury       (CG)        Paris Office

Information of a contractual or personal nature which could prejudice
EARN negotiations is not included in the published EARN Executive
minutes.

24.1 Minutes of last meeting - EXEC/1/88.----------------------------
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EXEC/1/88 has been approved electronically and a version without
confidential information published.


24.2 Matters arising and action review - EXEC/1/88.------------------
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Executive meeting 21

Catalogue of EARN documents (AA)
     Resolved: AA and PB to agree the list of documents and provide a
catalogue for the next meeting.
                                                    Action AA/PB
Proposal for rationalising various lists (AA)          Complete
AA to report to Exec on responses to agreed mailer recommendations.
                                                    Retain
Message to BoD and EARN Tech re staff utilisation and clarification
with DEC (DJ).                                      Delete

Executive meeting 22

DJ/JC to prepare annex to Management of Change proposal (examples,
etc.) to next Exec agenda                                        Retain
DJ - BEARN changes - paper required                    Complete
JC to co-ordinate papers from ST, JCI, DJ on exploitation of TAL's
Delete
AA formalise position of deputy to NCC
     Resolved: It is recommended but not mandatory that each Board
of Directors member appoint a deputy for the NCC who will be a
member of the relevant distribution list. AA will inform the BoD.
                                                        Action AA
PB/DJ to discuss inter-operability test with suppliers Retain
FG to write to Czechoslovakia                          Retain
AA to distribute official (French) version of statutes and English
translation                                            Complete
DJ - write to Physics Library                          Retain
ST - paper on CNUCE-NSF link                           Retain
JCI - paper on NSFNET IP link                          Retain
JC to co-ordinate this                                 Delete

Board Meeting October 24/25, 1988

JC to circulate action list                            Complete
PB to update action list before next BoD               Ongoing
JCI/AA accounts to end of September to BoD             Complete
JCI/AA to split travel by category for 1989            Retain
JCI/AA to produce more accurate projections to year end
Complete
AA legal services contract, including termination for non payment
Retain
FG to raise issue of TAL costs with BITNET             Retain
Membership Committee - discuss and propose model for funding of links
to associate networks                                  Complete
FG Circulate BITNET charter for Associate Networks     Retain
Men-Comm. - proposal for new procedure for Associate Members
Complete
DJ - statement on conformance by EARN to COSINE specs, RARE paper
Retain
DJ - OSI Phase 2 detailed plan                         Complete
AA - EARN Manager to pursue countries not implementing directives
Complete
Exec - Terms of reference for EARNTech                 Complete
PB - Agenda for next BoD - SNA                         Retain
Exec - Management plan, staff description, organisational plan, hiring
plan for EARN staff                                    Complete
FG - discussion with UK and Germany on budget          Retain

Executive meeting 23

| 23.4.1 | To set up sub-group to produce proposals for sub-groups and EARN TECH | FG Complete |
| 23.4.2 | To ask CERN if they want an Board member | FG Complete |

Noted - CERN have requested a Board Member

| 23.4.3 | Add to the list of responsibilities | Group leaders Complete |
| 23.4.4 | To provide paper on future of EARN TECH | JC Complete |
| 23.4.5 | To draw up Executive meeting procedures | PB Complete |
| 23.5.1 | To provide OSI resource plan | DJ Retain |
| 23.5.1 | To provide OSI staffing plan | DJ Complete |
| 23.5.1 | To provide recruitment plan | FG Complete |
| 23.6.1 | To arrange contracts for essential tasks | AA Ongoing |
| 23.6.3 | To approach BITNET on GENROUTES | FG/MH Retain |
| 23.6.4 | To approach BITNET on cost of maintenance | FG Retain |
| 23.10.1 | To report on EARN directives | AA Complete |
| 23.10.2 | To send security paper to IBM and inform EARNTECH of any results | MH Retain |
| 23.10.3 | To provide DEC contract to AA | DJ Complete |
| 23.11.4 | To re-draft MDNS requirements paper | DJ Complete |
| 23.11.4 | To send MDNS requirements paper to RARE | DJ Complete |
| 23.11.8 | To list activities for COSINE funding | DJ Complete |
| 23.11.10 | To clarify funding of Stockholm 64K line | FG Complete |
| 23.11.10 | To inform EXEC on basis of 14.5KECU funding | JC Complete |
| 23.11.11 | To study use of CWI to CERN HEP line | JC Retain |
| 23.11.12 | To clarify use of DEC finance | DJ Retain |
| 23.12.2 | To provide financial figures | AA |

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|---|---|---|
| | | Complete |
| 23.12.3 | To provide funding for BITNET meeting | AA |
| | | Complete |
| 23.12.4 | To send invoice to Germany | AA |
| | | Complete |
| 23.12.4 | To negotiate 2nd German contribution | FG |
| | | Retain |
| 23.12.5 | To send invoice to UK | AA |
| | | Complete |
| 23.12.5 | To attempt to secure further UK funding | PB |
| | | Retain |
| 23.12.5 | To reply to Bob Coopers letter on funding | FG/DJ |
| | | Retain |
| 23.12.6 | To find conditions for cancelling UK64K line | PB |
| | | Complete |
| 23.12.9 | To refine funding model for 1989 | FG |
| | | Retain |
| 23.14.1 | To review Montpellier situation | AA |
| | | Complete |

24.3 Proposal for Executive committee procedures---------------------
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Resolved - EXEC/1/89 was approved subject to changes and will be re-
issued and published.

                                            Action PB


24.4 Proposal for rationalising lists------------------------------
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Resolved - EXEC/16/89 was approved subject to changes and will be re-
issued and published after electronic agreement.

                                            Action AA


24.5 Proposal for re-organisation of EARNTECH
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Resolved - EXEC/9/89 will be re-drafted by a subgroup (FG, ST, MH, DJ)
in the light of decisions and agreements. The paper to be agreed
electronically for subsequent publication.

                                            Action FG


24.6 Updated EARN Charter
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Resolved - EXEC/11/89 will be re-drafted, submitted to the Executive for electronic agreement, published, and submitted to the BOD for approval.

                                                    Action AC

Resolved - That the BOD will be notified that as consequence of the changes to the Charter the EARN Statutes may require modification and that it may be necessary to convene a General meeting at the Crete BOD meeting.

                                                    Action AC


24.7 Proposal for SNA group---------------------------------------------
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Resolved - EXEC/12/89 was approved subject to changes, will be published, and the SNA group will be set up. MH will set up and co-ordinate the group.

                                                    Action MH


24.8 Use of SNA---------------


24.8.1 Proposal to operate SNA between Belgium and Montpellier

Resolved - EXEC/2/89 was accepted and will be published. Belgium will be informed.

                                                    Action FG


PB dissented from the resolution on the grounds that the proposal should await for the report from the SNA group.


24.8.2 Proposal to operate SNA between CNUSC and CNUCE - EXEC/3/89

Resolved - EXEC/3/89 was accepted and will be published with restrictions that the extension of SNA virtual circuits beyond montpellier should not be made until after the SNA group had reported and the Executive has considered the report. Virtual circuits may be extended for experimental purposes in connection with the work of the SNA group.

                                                    Action FG


PB dissented from the resolution on the grounds that the proposal should await the report of the SNA group.

24.9 Proposal for recruiting plan --------------------------------

Resolved - EXEC/4/89 was approved subject to changes and will be re-issued but not published.

Action PB


24.10 Proposal for EARN operation and technical staff management plan
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Resolved - EXEC/6/89 was approved subject to changes and will be re-issued and published. The BOD will be informed for information.

Action MH

Resolved - A recruitment sub-committee will be set up (AA, FG, MH, DJ). They will produce an advertisement for the OSI position for circulation by march 10 and with a closing date of March 31. The sub-group will short list candidates and select successful candidates in time for an announcement at the Crete meeting. The sub-committee will investigate the best way of recruiting staff and trawl for suitable staff.

Action AA


24.11 LISTSERV
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A discussion was held on the problems which have arisen on the maintenance and distribution of LISTSERV

Resolved - A letter would be drafted to E Thomas defining the EARN position. This will be circulated for comment before being sent.

Action FG

Resolved - There will be an attempt to formulate a common policy for LISTSERV with BITNET.

Action FG


24.12 Proposal for funding model for 1990
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Resolved - EXEC/8/89 and EXEC/10/89 be accepted as drafts for development and will be published. The traffic statistics will be compared with the GNP to see if there is a correlation by AA. The draft will be developed by FG in the light of the statistics and any further comments. The consequences of EXEC/10/89 with respect to current traffic figures will be calculated by AA and an increase of

the proposed contribution from the X.25 backbone countries
investigated.

                                              Action AA/FG


24.13 1989 budget update-----------------------

Resolved - EXEC/17/89 will be updated but not published in line with
Executive comments and other agenda items for presentation to the next
Executive meeting. See also item 24.14

                                        Action AA


24.14 Proposal for 1990 budget and 1991 forward look-----------------
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Resolved - EXEC/15/89 will be updated but not be published in the
light of comments for the next Executive meeting. It was suggested
that the 1989 revised budget in 24.13 and the 1990 budget should be
combined into a single document together with the 1989 budget, 1988
budget, 1988 out-turn and the forward looks for 1991/2/3 thus
providing easy comparisons for the BoD meeting.

                                              Action AA


Resolved - The country contributions will be provided in a separate
document showing the 1988, 1989, and the proposed 1990 contributions.
This will take into account EXEC/10/89.

                                              Action AA


24.15 Proposal for EARN accounting mechanism-------------------------
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Resolved - EXEC/14/89 was approved subject to changes and will be
published.

                                              Action AA

Resolved - A list of accounting codes will be provided for the next
executive meeting.

                                              Action AA


24.16 Proposal for funding of Nordic connection
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Resolved - EXEC/20/89 will be re-drafted in the light of comment,
provided with a cover sheet explaining the proposal together with a
diagram, and it will then be published.

24.17 Proposal for draft agenda for BOD meeting----------------------
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Resolved - EXEC/5/89 was approved in principle for the organisation of
the BoD meeting but will not be published. A revised agenda will be
provided for the next Executive meeting. This will be published to the
BoD requesting any further items. The deadline for the required papers
will be four weeks before the meeting. Items and papers will only be
accepted at the meeting under exceptional circumstances.

Action PB

Resolved - The Executive meeting in Crete will consist of one day
before the BoD meeting and one day after.

24.18 Revised OSI transition plan ---------------------------------

Resolved - EXEC/7/89 was approved subject to changes and will be
published

Action PB

Resolved - To proceed with phase 1 and order CWI/CERN and CERN/MOP
lines.
Resolved - To provide a detailed plan to the next Executive meeting.

Action DJ

24.19 Proposal for OSI staffing plan---------------------------------
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Resolved - EXEC/21/89 was approved but will not be published.

Resolved - To draw up a draft advertisement for staff and for staff to
be employed. This will be undertaken by a sub-group of AA, FG, MH, and
DJ.

Action DJ

Confidential items-----------------

24.20
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24.21 -----

Items for Information.---------------------


24.22 Receive more accurate projections to year end ------------------
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EXEC INFO/4/89 was noted and will be published.


24.23 Receive report on Montpellier situation -----------------------
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EXEC INFO/6/89 was noted and will be published.


24.24 EARN payments as of February 9, 1989 --------------------------
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EXEC INFO/5/89 was noted and will be published.


24.25 EARN 89-------------

EXEC INFO/1/89 and EXEC INFO/2/89 were noted but as the documents have
already been widely circulated they will not be published.


24.26 EARN statutes in English-----------------------------

Resolved - EXEC INFO/3/89 will be corrected and re-issued as the
approved English version of the statutes.
                                              Action PB


24.27 Receive re-draft of MDNS requirements paper -------------------
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EXEC INFO/7/89 was noted and will be published.


24.28 Status of new countries----------------------------

EXEC INFO/8/89 was noted and will be published.


24.29 Receive report from Network Operations ------------------------
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EXEC INFO/9/89 was noted and will be published.


24.30 Receive report on the status of directives----------------------
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EXEC INFO/10/89 was noted and will be published.


Executive planning.-------------------


24.31  Agenda for meeting 25, April 13/1 and meeting 26, May 27

The meeting will be held in Amsterdam.

The principle topics will be:

Detailed X.25 plan.
Agenda for BoD meeting.
Funding model.
Ulrich Giese will be invited to attend part of the meeting to report
on the BITNET meeting and to describe and report on his EARN
activities.