

EARN EXECUTIVE COMMITTEE (EARN EXEC)

EARN EXEC-MEETING NUMBER 25

CONFIDENTIAL TO THE EARN EXECUTIVE

Minutes of the meeting held April 13/14, 1989

PLACE: Amsterdam, Netherlands

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
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INVITED:	Jerry M Striplin (item 25.2)	Manager of DEC EARN
support staff		
designate		
	Odd Jorgensen (item 25.2)	DEC
	Ulrich Giese (item 25.7)	EARN contractor

25.1 Action review - EXEC24 89  
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Note - the wrong minutes were circulated which omitted the action list. The correct version will be circulated with the next Executive papers.

Executive meeting 21

AA to report to Exec on responses to agreed mailer recommendations.  
 Complete  
 Resolved - The paper by AA will be published as an EXECINF paper.  
 Action PB

Executive meeting 22

DJ to prepare annex to Management of Change proposal (examples, etc.).

	Retain
PB/DJ to discuss inter-operability test with suppliers.	Complete
This was undertaken at a 'suppliers meeting' on April 12.	
FG to write to Czechoslovakia.	Complete
DJ - write to Physics Library.	Retain
ST - paper on CNUCE-NSF link.	Complete
Resolved - the paper from ST will be taken at the next Executive meeting.	Action PB
JCI - paper on NSFNET IP link.	Retain
Board Meeting October 24/25, 1988	
PB to update action list before next BoD.	Complete
JCI/AA to split travel by category for 1989.	Retain
AA legal services contract, including termination for non payment.	Retain
FG to raise issue of TAL costs with BITNET.	Complete
Resolved - a report will be brought to the Board of Directors meeting.	Action PB
FG Circulate BITNET charter for Associate Networks.	Retain
DJ - statement on conformance by EARN to COSINE specs, RARE paper.	Remove
Resolved - the X.25 group will be asked to establish the conformance of EARN to COSINE and RARE specifications.	Action DJ
PB - Agenda for next BoD - SNA.	Complete
FG - discussion with UK and Germany on budget.	Retain
Executive meeting 23	
23.5.1 To provide OSI resource plan.	DJ Retain
23.6.1 To arrange contracts for essential tasks.	AA Retain
23.6.3 To approach BITNET on GENROUTES.	FG/MH Retain
23.6.4 To approach BITNET on cost of maintenance.	FG

		Retain
23.10.2	To send security paper to IBM and inform EARNTECH of any results.	MH
Complete		
Resolved -	circulate letter to IBM, security paper, and IBM response when received as an EXEC paper. Subsequently inform EARNTECH of any actions.	Action
MH		
23.11.11	To study use of CWI to CERN HEP line.	DJ Retain
23.11.12	To clarify use of DEC finance.	DJ Complete
Noted -	the DEC finance can be used for upgrading any backbone lines which run OSI protocols.	
23.12.4	To negotiate 2nd German contribution.	FG Retain
23.12.5	To attempt to secure further UK funding.	PB Complete
Noted -	attempts to secure further UK funding had failed as JANET was unwilling to allow funds to be raised from other organisations.	
23.12.5	To reply to Bob Coopers letter on funding.	FG/DJ Retain
23.12.9	To refine funding model for 1990.	FG Retain
Executive meeting 24		
24.2	Produce catalogue of EARNTECH papers.	AA/PB Complete
24.2	Inform BoD of request to appoint NCC deputies.	AA Complete
24.3	Update EXEC/1/89 and publish.	PB Complete
24.4	Update EXEC/16/89, issue for electronic vote, and publish	AA Complete
24.5	Re-draft EXEC/9/89, issue for electronic vote, and publish	FG/MH/DJ/ST Remove
Note -	Future of EARNTECH was added to the agenda.	
24.6	Re-draft EXEC/11/89, issue for electronic vote, publish, and submit to the BoD for approval.	AC Complete
24.6	Inform BoD of possible Statutes change.	AC Retain
24.7	Update EXEC/12/89, publish, and set up group.	MH

		Complete
24.8.1	Publish EXEC/2/89, inform Belgium of approval to use SNA to Montpellier.	FG Complete
24.8.2	Publish EXEC/3/89, inform CNUSE of approval.	FG Complete
24.9	Update EXEC/4/89.	PB Complete
24.10	Update EXEC/6/89, publish and inform BoD.	MH Complete
24.10	Set up recruitment sub-committee.	AA Complete
24.11	Send LISTSERV letter to E Thomas.	FG Complete
24.11	Formulate common LISTSERV policy with BITNET.	FG Complete
24.12	Publish EXEC/8/89 and further develop.	AA/FG Retain
24.13	Update EXEC/17/89.	AA Complete
24.14	Update EXEC/15/89.	AA Complete
24.14	Provide separate contributions paper.	AA Complete
24.15	Update EXEC/14/89 and publish.	AA Complete
24.15	Provide list of accounting codes.	AA Complete
24.16	Re-draft EXEC/20/89 and publish.	DJ Retain
24.17	Revise EXEC/5/89 for next meeting.	PB Complete
24.18	Update EXEC/7/89 and publish.	PB Complete
24.18	Provide detailed OSI plan to Executive.	DJ Retain
24.19	Draw up draft advertisement for OSI staff.	DJ Complete
24.20	Inform BoD of U Giese.	AA Complete
24.21	Inform Turgut Kalfoglu of position.	AA Complete
24.21	Inform Francois L Leveque of position.	PB Complete
24.26	Update EXEC INFO/3/89 and issue for approval.	PB Retain

Note - a draft of the Statutes were circulated at the meeting and any remaining comments should be sent to PB.

25.2 X.25 and OSI-----

25.2.1 Proposal to approve X.25 documentation scheme

Resolved - PROJECT SEC0 was approved with changes and will be updated and distributed to the X.25 and NOG groups. EXEC32 89 will be published.

Action PB

25.2.1 Proposal to approve EARN X.25 policy document

Resolved - Project SEC2 will be updated and re-issued for approval. EXEC33 89 will be published

Action PB

25.2.2 Proposal to approve EARN X.25 management scheme

Resolved - PROJECT SEC16 was approved as a draft for development. It will be updated from comments from the Executive and in the light of EXEC21 89 and re-submitted.

Action PB/DJ

25.3 Proposal for draft agenda for BOD meeting -----  
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Resolved - EXEC29 89 will be updated and issued to the Board of Directors as a draft.

Action PB

Note - papers for distribution for the Board of Directors meeting must be in the hands of PB by May 8, 1989.

25.4 Finance  
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25.4.1 Proposal for budget and forward look

Resolved - the budget and forward look figures in EXEC 42 89 will be amended and forwarded to FG.

Action AA

Resolved - the amended budget and forward look will be sent to the Board of Director members for early comment with a covering note. After any further amendments it will be circulated with the Board of Directors papers.

Action FG

#### 25.4.2 Proposal for accounting codes

Resolved - a sub-group will be set up to amend EXEC38 89 and define the use of accounting codes. This will be an item for the next Executive meeting. The sub-group is AA, AC, DJ and PB

Action AA

#### 25.4.3 Proposal to approve proposed 1990 contributions

Resolved - to propose to base the country contributions on two parts. The first will be the fixed costs which will be distributed according to the RARE keys. The second is the traffic dependent part which will be distributed according to traffic figures but pending good traffic figures it will be distributed according to the GNP which is thought to be well correlated to the traffic figures. This proposal is subject to further national discussions on its acceptability and may have to be revised as a result of such discussions. An amended proposal will be produced for the Board of directors meeting. EXEC46 89 and EXEC36 89 will not be published.

Action AA

#### 25.4.4 Proposal to accept the Auditors report

Resolved - The auditors report will be submitted to the Board for approval. EXEC48 89 will be published.

Action PB

Resolved - 1988 figures in other Board of Directors papers will be amended to reflect the audited figures or reasons for any differences documented.

Action AA

#### 25.5 Proposal to sign the LISTSERV agreement----- -----

Resolved - the proposed agreement in EXEC43 89 will not be signed. E Thomas will be informed. EXEC43 89 is confidential.

Action FG

Resolved - all possible steps will be taken to maintain the interoperability between the distribution systems in EARN and BITNET.

Resolved - a proposal for the future of distribution systems will be provided.

Action MH

25.6 Approve list of EARNTECH documents-----  
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Resolved - the maintenance of the EARN TED documents will be a task for the EARN permanent staff. EXEC45 89 will be updated and published.  
Action PB

25.7 Reports from Ulrich Giese  
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25.7.1 Report on BITNET meeting

Resolved - after a verbal report UG agreed to produce a short report of the BITNET meeting when the minutes are received.

Action UG

Resolved - although BITNET meetings are held four times a year EARN will send a representative twice a year subject to the availability of funds.

Resolved - Jim Conklin will be invited to send a representative to the EARN NOG meeting

Action AA

25.7.2 Report on EARN support

Noted - UG was coping with the work load of supporting EARN as specified by the contract although this was occupying all the allocated time. EXEC47 89 will be published.

Action PB

Resolved - a new version of GENROUTES should be produced. Common funding with BITNET will be sought, (Jim Conklien). There will be negotiations with suitable contractors to provide a product. It is understood that GMD is a possible contractor.

Action AA

Resolved - IBM (Claude Laurens) will be asked to run the topology model with the latest EARN traffic figures.

Action AA

25.7.3 Additional items

Resolved - in the light of the problem of EARN fees levied on nodes in France but not connected to EARN France, MH, UG, and JCI will produce a paper identifying the problem and proposing a solution.

Action MH

Resolved - in the light of the reported changes in international topology and protocols between Sweden and Finland AA will determine what has been happening from the NCC and BOD members and will draw the BOD members attention to the 'Management of Change' paper. He will report to the Executive

Action AA

25.8 Proposal to approve the revised EARN Charter-----  
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Resolved - EXEC35 89 will be amended and distributed to the Board of Directors meeting. EXEC35 89 will not be published.

Action AC

Note - the secretary omitted to distribute the revised Code of Conduct.

Resolved - the Code of Conduct will be distributed and comments dealt with electronically and the resultant paper distributed the Board of Directors meeting.

Action PB

25.9 Proposal for the EARN Manager-----  
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EXEC44 89 was considered in conjunction with the 'offer from France' to host the EARN office. EXEC44 89 will not be published. The offer document will be catalogued and published as requested by JCI.

Resolved - to welcome the offer from France and to accept it subject to further investigations and production of a detailed proposal by AC, FG, and JCI. This will be submitted to the BOD.

Action FG

Resolved - to invite further offers of support for EARN activities from other countries.

Action FG

Resolved - to provide a job description for the EARN manager.

Action AC/FG

Executive planning-----  
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25.10 Agenda for meeting 26, May 27 and July 3



Note - the meeting terminated before this item was considered. As a result a draft agenda will be issued immediately.

Items for Information.-----

Note - The meeting terminated before this item was considered. As a result the secretary intends to publish all the papers identified below, unless otherwise notes, if no veto is received before May 1, 1989.

25.16 EARN operation and technical staff - EXEC25 89-----  
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25.17 SNA working group - EXEC26 89-----  
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25.18 Executive Committee procedures - EXEC27 89-----  
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25.19 OSI transition plan - EXEC28 89-----  
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EXEC28 89 will not be published

25.20 Rationalising lists - EXEC31 89-----  
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25.21 Recruitment procedures (confidential) - EXEC30 89-----  
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25.22 EARN accounting mechanism - EXEC37 89-----  
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EXEC37 89 will be updated

Action AA

Additional item

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25.23 The technical work of EARN

A paper tabled by ST and EXEC9 89 was considered.

Resolved - the paper by ST will be re-drafted for electronic approval.  
Action ST

Resolved - the approved paper will be circulated to the Board of Directors meeting and various groups for information.  
Action PB

Resolved - the EARN technical meeting will consist of a plenary meeting followed by working group meetings. ST will draw up the agenda and organise the meeting.  
Action ST

#### Action List

Executive meeting 22

DJ to prepare annex to Management of Change proposal (examples, etc.)  
DJ - write to Physics Library  
JCI - paper on NSFNET IP link

Board Meeting October 24/25, 1988

JCI/AA to split travel by category for 1989  
AA legal services contract, including termination for non payment  
FG Circulate BITNET charter for Associate Networks  
FG - discussion with UK and Germany on budget

Executive meeting 23

23.5.1	To provide OSI resource plan	DJ
23.6.1	To arrange contracts for essential tasks	AA
23.6.3	To approach BITNET on GENROUTES	FG/MH
23.6.4	To approach BITNET on cost of maintenance	FG
23.11.11	To study use of CWI to CERN HEP line	DJ
23.12.4	To negotiate 2nd German contribution	FG
23.12.5	To reply to Bob Coopers letter on funding	FG/DJ
23.12.9	To refine funding model for 1990	FG

Executive meeting 24

24.6	Inform BoD of possible Statutes change	AC
24.12	Publish EXEC/8/89 and further develop	AA/FG
24.16	Re-draft EXEC/20/89 and publish	DJ
24.18	Provide detailed OSI plan to Executive	DJ
24.26	Update EXEC INFO/3/89 and issue for approval	PB

Executive meeting 25

25.1	To report to Board meeting on the results of BITNET/EARN discussions TAL payments.	FG 25.1	To
Ask X.25	group to study conformance with COSINE specifications.	DJ	
25.2.1	To re-draft SEC0 and distribute.	PB	
25.2.2	To re-draft SEC2 and re-submit to Executive.	PB	
25.2.3	To re-draft SEC16 and re-submit to Executive.	DJ/PB	
25.3	To re-draft EXEC29 89 and issue to Board.	PB	
25.4.1	To update EXEC42 89 and send to FG.	AA	
25.4.1	To send updated EXEC42 89 to Board with covering note then to Board.	FG	
25.4.2	To set up sub group on use of account codes.	AA	
25.4.3	To produce new contributions for issue with Board papers.	AA	
25.4.4	To issue EXEC48 89 with Board papers.	PB	
25.4.4	To amend figures in other papers to correspond to the auditor's figures.	AA	
25.5	To inform E Thomas of decision not to sign the agreement.	FG	
25.5	To take steps to ensure inter-operability between EARN and BITNET distribution systems.	FG	
25.5	To provide a project proposal on the future of distribution systems.	MH	
25.6	To amend and publish EXEC45 89.	PB	
25.7.1	To provide BITNET meeting report.	UG	
25.7.1	To send a representative to BITNET technical meetings twice a year.	AA	
25.7.1	To invite BITNET to send a representative to EARN technical meetings.	AA	
25.7.2	To publish EXEC47 89.	PB	
25.7.2	To negotiate for production of new GENROUTES.	AA	
25.7.2	To ask IBM to run topology model on latest EARN traffic figures.	AA	
25.7.3	To set up sub-group to resolve fee problem.	MH	
25.7.3	To investigate Sweden/Finland topology.	AA	
25.8	To amend EXEC35 89.	AC	
25.8	To circulate Code of Conduct for comment.	PB	
25.9	To report on offer of support from France.	FG	

25.9	To investigate other offers of support.	FG
25.9	To provide job description for EARM manager	AC/FG
25.22	To update EXEC37 89	AA
25.23	To re-draft paper on technical work and issue for electronic approval.	ST
25.23	Circulate agreed technical work paper to the Board meeting.	PB
25.23	To organise EARN technical meeting.	ST