

**WIKI SOCIETY OF WASHINGTON DC, INC.**  
**Board of Directors Meeting**

September 16, 2024 at 8:00 p.m.  
Conference Call

Board Members Present: Peter Meyer [President]  
Diane Shaw [Secretary]  
Sara Snyder [Treasurer]  
Kevin Li  
Kevin Payravi  
Rob Fernandez

Excused absence: John Sadowski [Vice President]

The meeting was called to order at 8:04 p.m.

1. The Board reviewed the draft minutes for the Board of Directors meeting held on July 31, 2024 and approved them unanimously.
2. Mr. Meyer presented the Executive Committee report. [See Attachment A.]
3. Because August tends to be a slow month, there were no editathons or other events scheduled. Some Board members attended Wikimania in Poland. Ms. Cetrone gave an overview of upcoming WMDC events, including a Hispanic Heritage History Month private online editathon held jointly with Tennessee State University and the University of South Florida on September 21st; an editathon for the Aurora Hills Public Library in Arlington, VA on September 28th; a Smithsonian American Women’s History Museum (SAWHM) hybrid public and online editathon on the anniversary of the Equal Credit Opportunity Act on October 28th; and a Native American Heritage Month private online editathon to be held jointly with Tennessee State University and the University of South Florida on November 21st.
4. Finance and accounting report: Mr. Meyer noted that a grant had been received from the WMF for the upcoming WikiConference North America, as this chapter is the fiscal sponsor. We are handling the ongoing contracts and payments for the conference. The chapter also received a grant from the Craig Newmark Foundation.
5. Ms. Snyder gave an update on the new contract with “Your Part-Time Controller”, an accounting firm that specializes in services to non-profits. The firm’s accountant, Ram Ramcharitar, will reconcile the figures in WMDC’s various financial records to make sure they are accurate and agree, although the firm will not file the chapter’s taxes. Ms.

Snyder said the accountant had already begun the work. WMDC needs to supply an internal email address (wikidc.org) to facilitate communication and read-only access to the chapter's resources for the accountant to complete the review. Ms. Snyder also noted that the chapter's fiscal year ends on September 30th, so the timing of the financial review is optimal for filing this year's taxes. The next WMF grant proposal needs to be submitted by September 30th, as well, and Ms. Cetrone is working on the draft.

6. Public Policy Committee: Mr. Meyer and Ms. Cetrone will be meeting with a new WMF staff member, Stan Adams.
7. Board elections: the election season for officers is coming up soon. The Election Committee will consist of the Board members who are not currently up for election (Mr. Fernandez, Mr. Li, Mr. Sadowski and Ms. Snyder). There is an opportunity to also add proposed changes to the by-laws, such as granting access to the chapter's credit card for the Institutional Partnerships Manager or other staff, although that can be done through a separate ballot at another time. The election process should begin shortly after the next Board meeting in November, and it will be conducted via online ballot, since that worked out well last year.
8. WikiConference North America planning: WCNA will be held in Indianapolis from October 3-6, 2024. WMDC is a fiscal sponsor and actively involved in the planning. The proposed North American hub will be one of the discussion topics there. Mr. Meyer wants help with the safe space coverage, and he may need help with the international transactions for scholarships and hiring translators, etc. So far the conference is a little over budget but registration fees will probably cover most of that. It is possible that WMF may help to reimburse the expenses eventually, but WMDC will need to cover the cost up front. Board members planning to attend are Mr. Meyer, Ms. Snyder and probably Mr. Li; Ms. Cetrone will be presenting remotely for one of the sessions.
9. Future planning for fiscal year 2025: Ms. Cetrone delivered the great news that the Newmark Foundation has granted WMDC \$100,000 to be used primarily for personnel expenses, such as editathon support and travel reimbursement for the Institutional Partnerships Manager. She has pledged to do at least 10 events; Craig Newmark is particularly interested in supporting training for beginners in editing Wikipedia and that will be one focus. Various future events being planned now include ones with the Smithsonian American Women's History Museum (that organization is also seeking Newmark Foundation funding, perhaps for a Wikipedian in Residence); the University of Maryland's Anthropology Department in conjunction with the Council for the Preservation of Anthropological Records (CoPAR) meeting scheduled for December 9-13, 2024; and the publication The Hill, in partnership with the U.S. Congressional Research Service and the Association of Research Libraries, to be held at the Library of Congress in early 2025; and the American Historical Association, focusing on historical events, biographies and related topics. Ms. Cetrone is busy looking for more events to schedule, Ms. Cetrone said that on average there are 20-25 events held each year, with

funding currently in place to support at least 10 of those, and there may be more funding coming from the WMF. In addition, WMDC is hoping to hold a GLAMCamp in 2025 which will be based in Washington, DC over a period of 2-3 days, and might be one of the first “Hub” events. Experienced Wikipedians who could help with the GLAMCamp might be Mary Mark Ockerbloom and Andrew Lih, among others.

10. WMDC Strategic Planning: Ms. Snyder has drafted a Request for Quote (RfQ) for a consultant to help with the process, but the effort is in an early stage. Funding from a prior-year grant is available to underwrite it. She plans to interview potential consultants and vet their credentials, possibly with the help of Rosie Stephenson-Goodknight. A new strategic plan will help WMDC to apply for and receive more grants, including a multi-year WMF grant. Mr. Li said he would be interested in helping with the planning once a consultant is selected.
11. The next Board meeting is tentatively scheduled for Nov 13, 2024 at 8:00 p.m.

The meeting adjourned at 8:38 p.m.

#### Attachment A: Executive committee report

Programs and events: There have been no editing events since the July 31st meeting. Some of us went to Wikimania.

#### Upcoming events:

- September 21 - Hispanic Heritage Month Edit-a-thon w/ TSU and USF (private, virtual)
- September 28 - Aurora Hills Banned Books Edit-a-thon (public, in-person in Arlington VA)
- October 28 - SAWHM Equal Credit Opportunity Act edit-a-thon (public, virtual)
- November 21 - Native American Heritage Month edit-a-thon w/ TSU and USF (private, virtual)

Finance: Wikimedia DC has \$269,000 in the bank, including a new Newmark foundation grant and the funding for WikiConference North America. We are engaging a new accounting firm.