

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

July 31, 2024 at 8:00 p.m.
Conference Call

Board Members Present: Peter Meyer [President]
Diane Shaw [Secretary]
John Sadowski [Vice President]
Sara Snyder [Treasurer]
Kevin Payravi
Ariel Cetrone [Programs and Partnerships Manager]

[Mr. Robert Fernandez was excused from attending]

The meeting was called to order at 8:13 p.m.

1. The Board reviewed the draft minutes for the Board of Directors meeting held on May 29, 2024 and approved them unanimously.
2. Mr. Meyer presented the Executive Committee report. [See Attachment A.]
3. Ms. Cetrone provided an update on recent activities and funding opportunities. WMDC has received a grant of \$100,000 from the Craig Newmark Philanthropies to support general operations, editathon events and efforts to work against misinformation in journalism. Mr. Newmark is also interested in helping to support WMDC activities for the Smithsonian Institution. Ms. Cetrone said she would contact the team at Hack/Hackers to see if they are also interested in helping to fund these kinds of activities.
4. Mr. Meyer mentioned that WMDC hopes to hold a GLAM camp for 3 days in 2025, and planning for that would need to start soon. Andrew Lih is interested in helping with the GLAM camp. Ms. Snyder supported the GLAM camp idea and suggested that it would be helpful if WMDC developed a template for GLAM camps that other Wikimedia organizations could use, drawing upon the chapter's proven experience in holding such events.
5. Mr. Payravi said that he had heard Mr. Newmark had been talking with Jenny 8 Lee about the possibility of training Capitol Hill staffers in the basic workings of Wikimedia projects (but not to influence policy). Perhaps WMDC could help with this training.
6. Ms. Cetrone said she would put together a proposal seeking grant funding to underwrite a GLAM camp and more editathon events. She advised that WMDC should take a long-term view on providing training and keep the momentum going

7. Mr. Meyer said that the potential North American Hub (including WMDC, Wikimedia New York City, and the Wikimedia chapters in Canada and Mexico) could become involved in joint training and grant opportunities, although a start date for the Hub has not been determined yet.
8. Ms. Cetrone reviewed recent and upcoming editathons and other chapter activities that she has been involved with. The Smithsonian American Women's History Museum (SAWHM) held an editathon on the topic of women doctors and scientists from the United States' Civil War era, which had approximately 25 participants and was supported by a \$10,000 SAWHM grant for this and other events. There was also an editathon for the Museum of Women in the Arts on disabilities and artists held on July 20th that was covered by the local NBC news affiliate. Upcoming events include an editathon at an Arlington Public Library on banned books (September 29, 2024); and a remote-only Hispanic heritage month event for Tennessee State University and the University of South Florida. The U.S. Department of State is interested in holding an event in February on foodways. Ms. Cetrone also plans to contact staff at the Kennedy Center about holding an editathon. She mentioned that the SAWHM has been developing an app to help in creating work-lists for editathons, with a focus on gender and high-quality reference sources. When the free-standing app is available it may also be made available as a Wiki tool.
9. Ms. Snyder reported on her recent activities as treasurer, including her research into hiring a service to help with the chapter's finances, such as a "part-time controller" who could provide help with audit-ready bookkeeping which would be very useful for generating data for annual and other reports. Ideally, a bookkeeping service would be hired before the end of the current fiscal year, since the clean-up would enable her to prepare the chapter's taxes much more easily. Her review of potential services indicates the typical going rate for support is about \$200 per hour, and the chapter would only be charged for actual work time spent on getting its finances in shape, with the potential to pay more as needed for periodic maintenance. There would be no contract or long-term commitment. Mr. Meyer agreed that it would be sensible to hire a bookkeeping service and the price seemed fair, now that the chapter is handling more grants and other funding. No members of the Board objected to the proposal to hire the service, and Ms. Snyder said she would compile a statement of work needed and get in touch with the bookkeeping company.
10. Mr. Meyer said he had been in contact with Wikimedia New York City about their recent experience in going through a strategic planning process. WMNYC designated a board member, Rajene Hardeman, to manage it. Ms. Cetrone and Mr. Meyer consulted her. WMNYC hired a consultant who did more of the work. Ms. Snyder said she also knew of others who did this sort of consulting work. Ms. Snyder has drafted a Request for Quote (RFQ) based on similar proposals used by the Smithsonian Institution. The RFQ would solicit details about prices and services that could be provided by the consultant, as

well as information about style of work, deliverables, travel costs, interviews, etc. She hopes to send out the RFQ by September at the latest, after getting feedback from the Board on her draft document. The bidding period for responses from interested parties can be set as long as the chapter wants, for example a couple of weeks or a month, depending on the number and types of bids received. The Board members unanimously agreed that Ms. Snyder should send out the RFQ after it has been reviewed.

11. Mr. Meyer discussed arrangements for this year's WikiConference North America, to be held in early October in Indianapolis, Indiana (unfortunately the date probably conflicts with Rosh Hashanah, which next year's WCNA should definitely avoid). WMDC will file for tax-exempt status to the extent possible in Indiana for the event, and will handle paying travel expenses for a few attendees. WMF does most of the travel arrangements for WMF and scholarship attendees. The chapter's budget for WCNA looks pretty solid, and perhaps some additional funding can be acquired if there's an overage, with the understanding that the Newmark grant is limited to covering WMDC activities only,
12. Mr. Sadowski gave an update on the Wiki Science Competition. He will be informing the winners next week; there are seven individual winners and a group of six individuals. Our chapter funds the prizes. Mr. Sadowski will provide the names and addresses of the winners for mailing out their checks.
13. The Board discussed the results of the recent Movement Charter process and vote, which the WMF Board vetoed despite all the work done previously on developing the Charter, which in retrospect seems to have been a waste of time, perhaps. A user is drafting a minimalist Charter for discussion by Affiliates. Ms. Cetrone said she would share a document from the Global Council Group about a new grant structure proposal.
14. Mr. Meyer, Ms. Snyder and Mr. Payravi said they will be attending this year's Wikimania in Poland in August. Mr. Meyer said he would be attending meetings related to the proposed Hub, but he is not taking any official role. Mr. Payravi will be on a panel to discuss the Wiki Portrait Project. Ms. Snyder will be on a panel about "GLAM CSI" with Andrew Lih and Ryan King from the Smithsonian.
15. The next Board meeting is tentatively scheduled as a conference call for Monday, September 16, 2024 at 8:00 p.m.

The meeting adjourned at 9:25 p.m.