

**IETF IP Management Corp. Board of Directors Meeting Minutes**  
**Wednesday, October 9, 2024**  
**Immediately following IETF Trust Meeting**

**Attendees**

**Board of Directors**

Kristin Berdan  
Glenn Deen  
Victor Kuarsingh  
Jon Peterson  
Kathleen Moriarty

**Legal**

Andy Updegrove

**AMS**

Liz Flynn  
Laura Nugent

**1. Conflict of interest declarations**

No conflicts of interest were declared.

**2. Previous meeting minutes**

The previous meeting minutes from September 2024 were approved and the Secretariat will post them in the public archives.

**3. Policies / Document Review**

The Board discussed various new drafts of policies needed for the IPMC. As new policy drafts are approved, more specificity will be added to meeting minutes and to the website to improve transparency and clarification.

- a. Expense reimbursement policy draft:** There was no consensus to adopt this policy draft and discussion will continue over email.
- b. Conflict of interest policy draft:** Needs more review.

- c. **Administrative procedures draft:** The initial draft repeats a lot of detail that is already captured in the Bylaws. A new draft will be needed.
- d. **Records retention policy draft:** This should be discussed with the IETF LLC to ensure agreement and clarity between the two entities.
- e. **Standards of conduct policy draft:** This draft needs more review from legal.

#### **4. 2025 Budget**

Karen Moreland and Kathleen Moriarty have prepared a draft budget for 2025, which the Board will review for the next meeting.

#### **5. IETF 121 meeting**

The Trust/IPMC will plan to have their usual Tuesday breakfast meeting during IETF 121 as well as a dinner on Monday evening.

**The IPMC meeting closed.**