**SU2 Foundation**

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**SU2 Foundation Board Meeting Minutes**

September 25, 2020, 7 am pacific

Meeting by Telephone (virtual)

1. The meeting was called to order at 7:13 AM pacific by Thomas D. Economon. The attendees of the meeting were: Tim Albring, Juan J. Alonso, Thomas D. Economon, Ruben Sanchez, Eran Arad.
2. Administrative
	1. **Start looking for help with taxes (Tom)**
	2. Slack
		1. We now have an extension to Jan
		2. Should be possible to host it under Stanford if necessary and can transfer the entire thing
		3. **Some items to check w.r.t. Stanford hosted workspace (Juan):**
			1. Can you click a link to join or does it need to be approved?
			2. Can we make public channels?
			3. Can we make external folks admins?
		4. **Ask Slack again this week, and if no discount, ask Stanford (Tim / Juan)**
	3. Revisit sponsorship program without 501c3
		1. **Take a look at the document before the next meeting and suggest updates. Link is below in the next section. (Eran)**
3. Sponsorship
	1. Sponsor updates
		1. Centaur contact
		2. Potential to put “supporting” companies (not donors) with Collaborator status by naming them on the web (no logo)
	2. Post sponsorship details to website
		1. **Post sponsorship details (Tim)**: <https://docs.google.com/document/d/17AKwXx8krjWLUI-N_gj1Aj9SfokWwmhi-4gZTS3gMk8/edit?usp=sharing>
		2. **Post Bosch logo at Pioneer level (Tim)**
		3. Add universities that donated at the Investigator level and post logos to the website after getting permission
			1. **Forward Tim the logo info from orgs that have granted us permission (Tom)**
		4. **Developer institutions: post the names of universities/companies that have contributed at Collaborator level (no logo to start) (Tim)**
	3. **Once posted, contact Bosch to follow up on sponsorship (Tom)**
		1. Request testimonial
4. Educational Initiatives
	1. 8-10 interested parties in creating a wide collection of units/modules that can be used as the starting point for courses.
	2. **Organize a first meeting with those interested (Juan)**
		1. Copy the rest of the board once the time is set
5. SU2 Conference Papers
	1. Current status of interested parties: 5-10 folks interested in submitting papers
	2. Publishing with Crossref
		1. Need to track the URL of any paper with Crossref
		2. We should number the papers and fill in some info directly into the .tex files of the submissions (conference name, DOI, license, etc.)
		3. Post before our first year of Crossref membership ends in late January
		4. Set a preliminary submission deadline of mid-November
	3. **Provide a copyright release form (Juan)**
		1. Modify the Stanford release
		2. CC license with permission for us to post on our website
	4. **Send first communication to submitters once the release is ready (Tom)**
6. Potential GPU Collaboration
	1. Current status of interested parties: 3-5 interested, 1 potential lead
	2. Next steps for scheduling a meeting (by next week)
		1. **Follow up with NVIDIA about European research center (Juan)**
		2. **Reach out to Pedro (Tim/Tom)**
	3. Keep internships in mind
7. Board Transition Plans
	1. Check the text in the bylaws for rules (process, voting, restrictions)
	2. **Brainstorm so we can put together a short list of candidates as a board and discuss during next meeting (All)**
8. Adjust Board Meeting Time
	1. Possibly move the meeting to a time slot later on a weekday
	2. **Send doodle for scheduling a new time (Ruben)**
9. Additional topics in the backlog:
	1. Discussion of the Strategic Plan document.
		1. Consider how contracting might fit into Strategic Plan
	2. Consider reorganizing tabs on the website.
10. The next board meeting is tentatively scheduled for 07:00 AM pacific time on Friday, October 16, 2020.
11. Meeting was adjourned at 8:09 AM pacific time.