

# IETF Administration LLC Report

## Part 1 - Operations IETF Executive Director

**IETF 112  
November 2021**



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**IETF Administration LLC**

**Thank you to the IETF 112 Host**



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## **Codesprint**

Carsten Bormann

Éric Vyncke

Jennifer Richards

Jim Fenton

Lars Eggert

Mark Donnelly

Michael Richardson

Rich Salz

Robert Sparks

Russ Housley

Ryan Cross

Valery Smyslov

## **NOC**

Bill Fenner (Arista)

Bill Jensen (University of Wisconsin–Madison)

Chris Morrow (Google)

Clemens Schrimpe

Hans Kuhn (NSRC)

Hirochika Asai (Preferred Networks/WIDE)

Joe Clarke (Cisco)

Karen O'Donoghue (ISOC)

Lucy Lynch

Rob Austein (Arrcus/DRL)

Warren Kumari (Google)

## **Secretariat**

Alexa Morris

Amy Vezza

Cindy Morgan

Glen Barney

Jasmine Magallanes

Jenny Bui

Laura Nugent

Liz Flynn

Maddy Conner

Ryan Cross

Stephanie McCammon

Tina Dang

## **NOC**

Con Reilly

Nick Kukich

Rick Alfvín

Sean Croghan

## **Tools**

Jennifer Richards

Margaret Cullen

Mark Donnelly

Robert Sparks

## **Meetecho**

Alessandro Amirante

Alessandro Toppi

Lorenzo Miniero

Paolo Saviano

Simon Pietro Romano

Tobia Castaldi

## **LLC**

Greg Wood

Lee-Berkeley Shaw

Kesara Rathnayake

Nick Giard

# **IETF 113 TBA**

## **19-25 March 2022**

Sponsorship opportunities available!

Contact: [sponsorship@ietf.org](mailto:sponsorship@ietf.org)







## IETF Administration LLC

### Future meeting locations and venues

MEETING LOCATION	VENUE	DATES	HOSTS
<b>IETF 113 – TBA</b>	TBA	March 19 – 25, 2022	*
<b>IETF 114 – Philadelphia</b>	Philadelphia 201 Hotel	July 23 – 29, 2022	Comcast/NBCUniversal
<b>IETF 115 – Europe</b>	TBA	November 5-11, 2022	*
<b>IETF 116 – Asia</b>	TBA	March 25-31, 2023	*
<b>IETF 117 – San Francisco</b>	Hilton Union Square	July 22-28, 2023	*
<b>IETF 118 – Prague</b>	Hilton Prague	November 4-10, 2023	*
<b>IETF 119 - Asia</b>	TBA	March 16-22, 2024	*
<b>IETF 120 - Vancouver</b>	Hyatt Regency Vancouver	July 20-26, 2024	*

\* Please contact [sponsorship@ietf.org](mailto:sponsorship@ietf.org) if interested in sponsoring a meeting

Ticket Type	Registered	Budget
Early Bird	443	650
Standard	255	150
Late	37	10
Student	38	20
One-day	54	20
Waivers	210	-
<b>TOTAL</b>	<b>1,037</b>	<b>850</b>

## IETF Administration LLC Staff



Jay Daley  
IETF Executive  
Director



Greg Wood  
Director of  
Communications  
and Operations



Lee-Berkeley  
Shaw  
Director of  
Development



Kesara  
Rathnayake  
Senior Software  
Development  
Engineer



Nick Giard  
Senior Software  
Developer

## IETF Administration LLC

### IETF Endowment

- **IETF Endowment purpose and goals**
  - Created to support the IETF and its activities
    - Financial independence for IETF
    - Diversity of income - not reliant on any single funder
  - Goal of US\$50M by 2027
- **Matching Fund Opportunity**
  - Internet Society has offered IETF up to US\$30M in matching funds
  - 2:1 match on first US\$12M; 1:1 match on subsequent US\$6M
  - New Support: LACNIC @ \$100K - our first new donor since the match
    - Many thanks to the Internet Registry of Latin America & the Caribbean, their Board of Directors, and CEO Oscar Robles Garay
- For more information about the IETF Endowment, please contact Director of Development Lee-Berkeley Shaw at [LBShaw@staff.ietf.org](mailto:LBShaw@staff.ietf.org)

# IETF Administration LLC Report

## Part 2 - LLC Board Update Board Chair - Jason Livingood

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## IETF Administration LLC

### Who serves on the Board?



Maja  
Andjelkovic



Lars  
Eggert



Jason  
Livingood,  
Chair



Sean  
Turner,  
Treasurer



Peter  
Van Roste

## IETF Administration LLC

### Upcoming Board Meetings

#### Date & Time (UTC)

18 November 2021 - 20:00 UTC	10 February 2022 - 20:00 UTC
9 December 2021 - 20:00 UTC	10 March 2022 - 20:00 UTC
13 January 2022 - 20:00 UTC	14 April 2022 - 19:00 UTC

The Board strives for transparency with the IETF Community. Board meetings are open to observers except for items such as legal, contracts, personnel, and other matters that benefit from confidentiality. Each meeting is divided into four sections: Open; Board and Staff Only; Board and ED Only; Board Only. Our goal is to publish agendas one week or more before each meeting. Minutes of past meeting are also posted on a timely basis.

Schedule of future meetings & how to join:

<https://www.ietf.org/about/groups/llc-board/meeting-info>

Past meeting minutes: <https://www.ietf.org/about/groups/llc-board/minutes>



## IETF Administration LLC

### Current Board Work

1. Completed IASA2 3-year retrospective
2. Completed consultation on [IETF LLC requirements](#) for the IETF NomCom
3. Assessing potential changes to the investment policy following recommendations from Goldman Sachs
4. Working with the Executive Director, IESG, IAB, IRTF on planning for our first hybrid meeting

# IETF Administration LLC

## Current Fiscal Year Operating Budget

August balances, original budget

	YTD Actual	YTD Budget	YTD Variance %	Annual Budget
<b>Revenue</b>	\$3,655,255	\$6,684,328 <sup>1</sup>	↓ (45%)	\$10,594,377
<b>Expenses</b>	\$4,574,878	\$5,792,571	↓ 21%	\$8,989,827
<b>Capital Investment</b>	\$138,032 <sup>2</sup>	\$390,000	↓ 65%	\$585,000
<b>Net Income after capital</b>	(\$1,057,655)	\$501,756	↓ (211%)	\$1,019,550

### Investments

31 August 2021	31 Dec 2020	Change
\$20,797,196	\$19,301,645	↑ \$1,495,551

Notes:

<sup>1</sup> Affected by timing of ISOC funding. Adjusting for that has revenue \$1.14m above budget due to high investment returns.

<sup>2</sup> Capital is retrospectively calculated at end of year

## IETF Administration LLC

### Contact & Background Information

- Email:
  - Public feedback to the board only: [LLC-Board@ietf.org](mailto:LLC-Board@ietf.org)
  - Discussion list: [admin-discuss@ietf.org](mailto:admin-discuss@ietf.org)
  - Executive Director: [exec-director@ietf.org](mailto:exec-director@ietf.org)
  - Sponsorship: [sponsorship@ietf.org](mailto:sponsorship@ietf.org)
- IETF LLC web pages of interest:
  - General: <https://www.ietf.org/about/administration/>
  - Future Meetings: <https://www.ietf.org/about/administration/llc-board/>
  - Past Meeting Minutes: <https://www.ietf.org/about/administration/llc-board/minutes/>
  - Financial Statements: <https://www.ietf.org/about/administration/financial-statements/>
  - Policies: <https://www.ietf.org/about/administration/policies-procedures/>
  - Submit a whistleblower concern: <https://ietf.ethicspoint.com>

# IETF Administration LLC Report

## Part 3 - IASA2 Retrospective Report Board Chair - Jason Livingood

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## IETF Administration LLC

### IASA2 Retrospective Report

- A 3-year retrospective was required in BCP 101 / RFC 8711
- **12 April 2021:** Proposed an IASA2 Retrospective process and timeline in a [blog post](#).
- **24 June 2021:** Began the consultation process by releasing a first draft for comment and asking a number of specific questions of the community. This was announced in a [blog post](#).
- **June - September 2021:** [Regular revision](#) of the assessment based on community input.
- **1 November 2021:** Final report announced on the blog and published, including recommendations for future work.

## IETF Administration LLC

# IASA2 Retrospective Report

- **Feedback Mechanisms Included:**

- Mailing List
- GitHub
- Two Webinars
- IETF-111 Meeting Office Hours

## IETF Administration LLC

### IASA2 Retrospective Report

- **Status reported on 63 requirements**
  - 61 were green - Achieved / On Track
  - 2 were yellow - Partly Achieved / In Progress
- **In Progress:**
  - Req. 50 - Improve the IETF's Technical Environment
  - Req. 61 - Developing a Sustainable Funding Model

## **Req. 50 - Improve the IETF's Technical Environment**

- Much technical debt remains
- The LLC has provided the Executive Director with the financial resources necessary to hire/contract to expand the technical team working on this, including software developers, a database administration RFP, [and more](#).



## **Req. 61 - Developing a Sustainable Funding Model**

- Established new funding [agreement with ISOC](#)
- Revised [sponsorship program](#)
- Revised [endowment policy](#)
- Created sustainable [fee plan for online-only meetings](#), including fee waivers
- Hired a [Director of Development](#)
- Working with the IESG, IAB, IRTF, and community to define what [COVID-impacted hybrid meetings](#) may look like, how to create a sustainable fee plan for them, how to contract venues, etc.

## **Recommendations for Future Work**

1. Continue to conduct periodic assessments of the IASA structure & IETF LLC every 3 years (2024, 2027, etc.).
2. Make two financial planning adjustments
  - a. During annual budgeting, update the target for reserve funds
  - b. Annually review the investment policy
3. The IETF Trust should initiate a consultation on their legal structure

# Thank You



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