

Meeting: LLC Board

Date: April 8, 2026

Meeting Number: 96

Attendees

LLC Board:

- Gonzalo Camarillo, Director
- Roman Danyliw, Director and IETF Chair (only present for Parts I and II)
- Mirjam Kühne, Director and Chair
- Shauna Turner, Director and Treasurer
- George Michaelson, Director

Staff

- Jay Daley, IETF Executive Director
- Sandy Ginoza, Director of RPC Operations
- Jean Mahoney, Director of RPC Communications and Strategy
- Cindy Morgan, Director of Leadership Operations
- Paige Mustafa, Senior Meeting and Event Manager
- Laura Nugent, Director of Administration and Events
- Debbie Sasser, Director of Finance
- Robert Sparks, Senior Director of Information Technology
- Greg Wood, Senior Director of Communications and Operations

Observers/Guests:

- Fawad Abbas (BDO)
- Rachid Bouziane
- Allison Cheng (BDO)
- Sean Croghan
- Divya Gadre (BDO)
- Luuk Hendriks
- Jean F. Queralt

Scribe

- Michelle Cotton, Board Secretary, LLC Staff
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Part I: Open to the Public

1. Conflicts of Interest Declared:

None

2. Approval of prior board meeting minutes and review outstanding action items

Proposed resolution: *RESOLVED, The 9 March 2026 LLC Board Meeting Minutes are approved.*

Unanimously Approved by Live Roll Call Vote

There is 1 outstanding action item in progress.
See details in Appendix A.

3. Review & approve prior month's financial statement

The January 2026 Financial Statements were sent to e-vote after the 9 March 2026 Board meeting. The decision is being recorded in these minutes.

Proposed resolution: *RESOLVED, The January 2026 Financial Statements are approved.*

Unanimously Approved by E-vote

The February 2026 Financial Statements and the 2025 Meeting Financials were circulated to the board. A few board members requested additional time for review of these documents.

Action: The Board Secretary will send out an e-vote to approve the February 2026 Financial Statements.

Action: The Board Secretary will send out an e-vote to approve the 2025 Meeting Financials.

4. IETF Chair Report - Public

Public IETF Chair Report

For the IETF Administration LLC Board meeting on 8 April, 2026

This report is provided by the IETF Chair. This report is public.

- The following new working groups have been created:
 - [Authenticated Transfer \(atp\)](#)
- The following working groups have been closed:
 - [Trusted Execution Environment Provisioning \(teep\)](#)
- IETF 125 Pre-Meeting Reports
 - [IETF Chair Report](#)
 - [IAB Chair Report](#)
- Appeal Processing
 - IESG
 - 2026-03-12: [Appeal Response](#) to [Appeal-#230](#)
 - 2026-03-12: [Appeal Response](#) to [Appeal-#225](#)
 - IAB
 - 2026-03-27: [Appeal-#266](#)
- IESG and IAB Community Appointments
 - N/A
- Special Topics
 - [Dhruv Dhody selected as IAB Chair](#)

5. Executive Director Report - Public

The [Executive Director Report](#) was shared publicly prior to the board meeting.

There were no questions or additional discussion.

6. BDO: Audit Wrap-up Presentation

The Auditor team from BDO presented the high-level results of the 2025 Audit. The auditors confirmed that they did not find any material weaknesses or significant deficiencies and will be issuing an unmodified (“clean”) opinion, the best possible outcome. They went on to provide recommendations regarding alternative investment monitoring and governance, and recognising contributions and sponsorship revenue. The latter has already been addressed and the former will be discussed in more detail with the Board and management. The auditors especially thanked the Director of Finance for her support during the process.

7. AOB & Questions from observers

None

Part II: Board + Senior Staff

1. Meetings Planning Update

The Director of Administration and Events reported that IETF 128 planning is now accelerating, but is not ready to announce or to be signed. The IETF 129 is very close to having the contract signed. Complexities with the Audio/Visual contract have delayed finalizing. IETF 130 in Vancouver has been announced. A site visit for IETF 131 will be completed in April 2026. Locations are being reviewed for IETF 132 set to take place in Europe. For those proposed locations the IETF has not met previously, a site report is being prepared for the Board following the venue approval process .

2. IETF 125 Meeting Network

A summary of the IETF 125 Meeting Network was included in the Executive Director report. There were no questions.

3. AOB

None

Part III: Board + Executive Director

1. Auditors Report (with Director of Finance in attendance)

It was decided to invite the auditors to the upcoming LLC Board retreat to discuss their recommendations in more detail.

2. Secretariat Contract wrap-up (with Director of Finance in attendance)

The board thanked the ED and the Director of Finance for their hard work and for the final version of the contract.

3. Board Retreat Planning

The chair is working on a more detailed agenda for the retreat and will share it together with some preparatory documentation. Topics that will be covered include an updated strategy document, a review of the auditors report and a discussion on board governance and communication.

4. Prep topics for IESG Retreat (11-23 May) if needed

This agenda item was not discussed.

5. AOB

None

Part IV: Board Only

1. Retreat Topics

The board spent some more time to discuss topics for the retreat such as board decision making and governance and engagement with the community.

2. AOB

None

Summary of Board Resolutions:

- Resolution 96-01: The January 2026 Financial Statements are approved.
- Resolution 96-02: The 9 March 2026 LLC Board Meeting Minutes are approved.

Board Resolutions can be found at <https://www.ietf.org/administration/llc-board/>.

Summary of Action Items:

Pending Action Items

- AR-2025-11: Draft a document with more formal board operational and decision processes
Update: In progress. This will be a discussion item at the upcoming retreat.

New Action Items

- A96-01: The Board Secretary will send out an e-vote to approve the February 2026 Financial Statements.
- A96-02: The Board Secretary will send out an e-vote to approve the 2025 Meeting Financials