

Protocol General Assembly 2014

TYP03 Association



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1 Opening of the GA

1.1. Welcome

Alain Veuve, the cashier of the TYPO3 Association, welcomes the attendees as representative for our ill chairman at the General Assembly 2014 in Frankfurt, Germany. The assembly started at 13:00.

1.2. Attending Board, EAB and BCC members

All members of the Board, EAB and BCC are present, except Jonas Felix and Roberto Torresani.

1.3. Minute's silence

Andreas Otto part of the TYPO3 Community and member of the BCC suddenly passed away. The General Assembly took a minute's silence for Andreas.

1.4. Formalities

1. Election of the person in charge for counting the votes: Volker Graubaum. The vote was unanimous.
2. The presented agenda has been approved.
3. The invitation for the GA has been sent in time to the members and all formalities have been followed.

2 Protocol of the prior assembly

The protocol of 2013 was approved in unison.

3 Annual report by the chairman

In representation of our chairman Søren Schaffstein pointed out the activities of the TYPO3 Association

3.1. Certification Team

Responsible: Dominic Brander

- The team started to move certification.typo3.org to the official typo3.org website for new design, all in one place and better visibility. This process is not finished yet.
- Also questions were collected for developers in summer/autumn 2013, the developer certification itself will not be available before 2014.
- The team worked on marketing and visibility of the certification in general.

3.2. Communications

Responsible: Søren Schaffstein

- The Team started successfully working with a professional PR agency (Fink & Fuchs) and released several press releases.
- Several personal interviews with journalist and TYPO3 experts were leading to articles..
- A clipping service was established to track media coverage of our activities.
- A concept was created and applied for an international PR budget in 2014

3.3. Community

Responsible: Ben van 't Ende

- TYPO3 Neos Release
- TYPO3 CMS 6.1 Release
- Several code sprints
- Inspiring Flow conference

- Five student projects in Google Summer of Code • North American TYPO3 conference
- T3UNI (Annecy, France)
- Several TYPO3camps

3.4. Documentation

Responsible: Francois Suter

- Multiple versions of documentation on docs.typo3.org
- Workshops at T3DD13
- Regular updates of wiki.typo3.org
- Convergence of all documentation (TYPO3CMS, TYPO3 Flow and TYPO3 Neos) on docs.typo3.org
- Improvements to docs.typo3.org: management of versions and languages for manuals, rendering as PDF
- Update of documentation for TYPO3 CMS 6.1
- New Documentation module for TYPO3 CMS 6.2

3.5. Event Team

Responsible: Volker Graubaum

- TYPO3 Conference T3CON13 in Stuttgart
- Team intensified contact to Press and Marketing Team
- TYPO3 Developer Days T3DD13 in Hamburg

3.6. Marketing Team

Responsible: Kian Gould / Alain Veuve

- Team was restructured
- Several Real Life Meetings
- Marketing Team Code Sprint
- Marketing for certification

3.7. Server Team

Responsible: Michael Stucki

- Kept the TYPO3 infrastructure in good state
- Helped users to recover their typo3.org logins
- Code sprint
- The team is meeting every two weeks and publishes their meeting notes on the Forge project page: http://forge.typo3.org/projects/team-server-public/wiki/Meeting_Protocols

3.8. TYPO3 Neos

Responsible: Karsten Dambekalns

- 6 code sprints in Lübeck, Kiel, Hamburg, Karlsruhe & Frankfurt
- Grew the team to more than 15 members from 6 countries (Denmark, Germany, USA, Netherlands, Sweden, Switzerland)
- "Made waves" in the CMS community with Rasmus' UX initiative
- Released TYPO3 Flow 2.0 (<http://typo3.org/news/article/typo3-flow-20-final-released/>)
- Released TYPO3 Neos 1.0
- Had 22 release parties in 12 countries (http://wiki.typo3.org/Release_Party/Neos_1.0)

3.9. typo3.org Team

Responsible: Joern Bock

- Code sprint in March
- Solr integration for the case studies listing
- Worked on a concept for the new content structure
- Hosted a server team hackathon

4 Report of the Expert Advisory Board (EAB)

Olivier Dobberkau presented the report of the EAB. In 2014 the EAB held four CEBAB Meetings (combined Board and Expert Advisory Board Meetings) and Bi-weekly Google Hangouts.

One of the main tasks of the EAB is still the budget process, which run much smoother in 2nd year.

At the T3CON the EAB presented their work in Stuttgart. One highlight of 2013 was a strategic workshop with Simon Phipps, which kickstarted a lot ideas to improve the TYPO3 Association. One of them was the initiation of the position of an executive secretary for the TYPO3 Association. The executive secretary will take over operational work of the Board and EAB and will take care of business processes in the TYPO3 Association.

The EAB took part at different T3A Events (like Devdays, camps, T3EE in Cluj / Romania and other international events), at the Marketing Sprint and visited the contributors meeting Nürnberg.

The EAB supported the UX project for Neos, to create and promote the new UX for the Neos Launch.

5 Report from the BCC

Report from the BCC for the general assembly of the TYPO3 Association regarding the bookkeeping 2013.

The BCC has reviewed the bookkeeping of 2013 on an accounting basis for each month. Basis for this were accounting balance sheets for each account and the full access to the digital archive of all invoices. Ambiguous bookings and namings were clarified by the assistant of the cashier.

The communication with the TYPO3 Board is on a stable workflow. The communication from the TYPO3 EAB to the BCC has to be improved during 2014, especially in giving details to the accounts, the granted budgets and the shift in budgets.

The final bookkeeping is in good order, all problems which were found during the reviews have been solved by the TYPO3 Association.

During the review we have identified some issues:

- Open Invoices: In June 2013 more than 236.000,-- Euro were open and not paid to the association. It has been reduced to 170.000,-- Euro on 14.01.2014 which is 25.000 Euro more than 01.01.2013. Since October 2013 the Board has already taken action to reduce the amount of open invoices. The process of reviewing the open invoices and sending out reminders still has to be improved. The members of the BCC have issued an application to this GA for an improvement of this process. The BCC wants to emphasis that this issue cannot be solved by a system alone, each system must be controlled and reviewed by a person.
- Almost all accounts have not used the granted budget (more than 40% where not used, this is almost 200.000 Euro!). Since almost none of the applications for 2013 have been granted the full amount (and some applications have been rejected due to budget constraints), it is sad to see at the end of the year, that some projects could have been funded in the total amount. By not using the granted amount completely, each project is making the financial planning for the association difficult and this does impact others' projects.
- The income from certifications was far less than expected, since the amount of certifications has dropped dramatically. A major reason could be, that the certification has not been updated for TYPO3 version 6.x, which makes re-certification after 3 years unattractive. The certification team is aware of this issue and is working with the marketing team and the board to increase the certifications in the next years.
- The revenue from the T3CON was far less than expected, since the concept of the T3CON and other events has changed. The Revenue is still more than 100.000,-- Euro (Bookkeeping 29.01.2014)
- The Member statistics on the website and the booked income for the members differ by almost 30%. The BCC suggest to clean up the different data pools and to work on a workflow to have booth systems in sync.

We are very saddened, that BCC member Andreas Otto has passed away unexpectedly during 2013. His thoughts and help were very welcome to us. We will all miss him.

The BCC welcomes Marco Klawonn as new member. In 2014 the BCC will keep on providing a monthly overview of the budgets for the EAB and will work with the TYPO3 Board and assistant of the cashier for further improvements of the processes.

6 Annual balance sheet and report by the cashier

Alain Veuve went through the annual report and balance sheet and explained the numbers. You can download the report from the GA 2013 page.

Good news: For our earnings, we do not have to pay any tax, because in Swiss we do not have to pay taxes for membership fees. The revenues rises from 426.728 € in 2012 to 471.935 € in 2013. The net earnings rises from 34.875 € to 132.396 € because also the expenses have been cut. For 2014 a new mechanism is planned, to avoid not fully used budgets.

He mentioned that all the numbers are in Euro. Further he reported that Christof Baettig from BDO, representing the revising company, recommended the approval of the financial statements to the board.

Alain Veuve reported that the balance sheet has been approved by the Board.

The financial report for 2013 has been approved by the members, in unison.

6.1. Disencumbering of members of the board, cashier, accountants and commissions

The members of the board were disencumbered unisonous by the members.

The cashier was disencumbered unisonous by the members.

The accountant was disencumbered by the members unisonous.

The commissions are disencumbered by the members unisonous.

7 Admission and suspension of members

Alain Veuve stated that there have been several admissions and suspension of members (because of not paying bills) Details are available upon request.

8 Budget for the running year

Peter Pröll presented the budget for 2014.

Remarkable Changes of the Budgets are:

- Administration
 - New: Executive Secretary – a new position within the TYPO3 Association to improve Board and EAB work and improve all business processes.
 - New: Evaluation of new membership system. Our current membership system and shop system are not offering the quality which is needed. Therefore we are switching to new systems.
 - New: Specification budget handling application. The budget process should get more automated and transparent, therefore a solution is evaluated.
 - New: TYPO3 Association strategy. The Association wants to define their operational goals for the next years.
 - New: Maintenance TYPO3.org: The maintenance for typo3.org is getting an own budget.
- Events
 - New: Event Manager. She or he will take care of the official events of the TYPO3 Association and will be responsible for sponsoring. So the costs will be mainly covered with sponsoring money.
 - New: TYPO3 Event Risk Budget. This is a virtual budget, to cover financial risks for any kind of events in the TYPO3 universe (f.e. T3BOARD or TYPO3 Camps)
 - Past: T3BOARD & TYPO3 Camps: As we have now an Event Risk Budget, we do not need separate budgets anymore.
- Development

- New: PHP Unit Extension. The development of the extension will be supported.
- Streamlined: TYPO3 Neos/Flow. The budget is continued to support the further development.
- #Marketing & Communication
 - Extended: Communication Budget.
 - New: Planet TYPO3. A platform to combine different news channels to a single view.
 - New: TYPO3 Award. This prize will be awarded at the TYPO3 Conference in Berlin.
 - New: Maintenance typo3.org. A budget for the maintenance of typo3.org
 - New: TYPO3 Outreach

The sum of all budget applications was 828.650 €. The Board decided to spend 612.220 € as complete budget for 2014.

The main expenses are:

- Events: 36.640 € Income
- Development: 352.870 € Spendings
- Administrative: 219.110 € Spendings
- Marketing & Communication: 76.880 € Spendings

The final budget can be found here:

http://association.typo3.org/fileadmin/documents/financial_statements/2013_Revisionsbericht_EN_komplett.pdf

Questions regarding the budget were discussed.

9 Determination of admission fees and annual dues for all types of members

No changes. Has been approved by the attending members with one abstention from voting.

10 Elections

10.1. Board (Vice Chairman, second Assessor and cashier)

The Board is elected by the EAB. The EAB has 6 votes in addition.

The following positions on the board have been elected for a 2-year period:

President:

Olivier Dobberkau – 6 votes

Secretary:

Stefan Busemann – 6 votes

First Assessor:

Danijela Grgic – 6 votes

Olivier Dobberkau is the new president of the TYP03 Association. Olivier accepted his election.

Stefan Busemann is re-elected as Secretary and accepted his election.

Danijela Grgic is elected as First Assessor and accepted her election.

Olivier Dobberkau thanked Jürgen Egeling, Eike Diestelkamp and Søren Schaffstein for their work in the TYP03 Association.

10.2. EAB

Three of the six positions in the EAB are elected alternating each year. The online voting started on Sat, 18 Jan 2014 00:00:00 and ended Fri, 31 Jan 2014 23:59:00. 540 valid votes are counted. The General Assembly approves the online voting in unison.

Michael Stucki was re-elected until 2016 and accepted his election.

Dominik Stankowski and Martin Wiederkehr were elected until 2016 and accepted their elections.

Votes (540 total votes):

Image	Name	Website	Votes
	Michael Stucki	http://about.me/michaelstucki	205
	Dominik Stankowski	http://www.web-essentials.asia/dominik/	122
	Martin Wiederkehr	-	108
	Sven Ditz	www.facebook.com/sven.ditz.sitegeist	105

10.3. BCC

Two of the four positions in the BCC are elected alternating each year. The online voting started on Sat, 18 Jan 2014 00:00:00 and ended Fri, 31 Jan 2014 23:59:00. 346 valid votes were counted. The General Assembly approves the online voting with two abstentions.

Jochen Weiland was re-elected until 2015.

Marco Klawonn was elected until 2015.

Votes (346 total votes):

Image	Name	Website	Votes
	Jochen Weiland	jweiland.net	207
	Marco Klawonn	https://www.xing.com/profiles/Marco_Klawonn	139

All voted persons accept their election.

10.4. Accountants

No changes this year.

The members approved the BDO as accountants in unison.

10.5. Revisor

The members approved and the board approved the Revisor in unison.

10.6. Members of Commissions

No changes this year.

11 Petitions

No petitions this year.

12 Program of activities

The Board planned to continue the strategy process that it started last year. The teams should get more support in their work. It is planned to create an application for the budget process, to make it easier and more transparent. Also all organizational aspects of our work should get streamlined with the help of the Executive Secretary.

The Board and the EAB are very proud, that we can present the executive secretary:
Naike Beggiato

Education

- 2012 – 2014 MSc Business Administration – Business Development and Promotion Lucerne University of Applied Sciences
- 2007 – 2010 BSc International Business and Administration Haaga-Helia University of Applied Sciences (Helsinki)

Languages

- Italian
- English
- Spanish
- German
- Finnish



Professional Experience

- 2013 – 2014 IBM Switzerland (Zurich) Software Group – Marketing Support
- 2011 – 2013 Kuoni Destination Management (Zurich) Hotel Reservation Executive
- 2009 Italian Chamber of Commerce in Costa Rica (San José) Internship as Marketing and Project Assistant

More information about the task of the executive secretary can be found here:

http://association.typo3.org/home/news/news-detail/news/typo3_association_seeks_executive_secretary/////ref/assoc/

In 2014, official events are planned:

- T3DD: 19.06.2014 – 22.06.2014
- T3CON Europe: 08.10.2014 – 10.10.2014
- T3UNI France – Date is not fixed yet

13 Appointment of Honorary Members

No appointments this year.

14 Complaints about administrative bodies, decisions on dismissing members of the board, or any ordinary member, or any application for membership

No complaints.

15 Various other topics, not assigned to another body

The next GA is planned to take place in March 2015.

15.1. Goodbye

The president of the day thanks for the various inputs from the members and closes the GA 2014 at 14:15.

Feb 27th 2014

Stefan Busemann

Secretary of the TYPO3 Association, <http://association.typo3.org>

TYP03 Association, Sihlbruggstrasse 105, CH-6340 Baar, Switzerland

March 4th 2014

Stefan Busemann: Changed Topic 15 from "The next GA is planned to take place in March 2014." to "The next GA is planned to take place in March 2015."