Protocol General Assembly 2021

TYPO3 Association

Table of contents

1 Opening of the General Assembly (GA)

1.1 Welcome

The Vice President Stefan Busemann, welcomed the attendees at the General Assembly 2021. Due to the COVID-19 crisis, the event took place online. The assembly started at 13:00 h on the 13st of April 2021.

35 members attended the GA in person which means 35 valid votes.

1.2 Attending Board and BCC members

All members of the Board and BCC were present.

2 Election of the person in charge of counting the votes

The General Assembly elected Rachel Fourcard as the person in charge of counting the votes.

Result: 19 accept, 0 against, 0 abstain.

3 Acceptance of the GA protocol 2020

Stefan Busemann asked the attending members if they accept the protocol of the GA 2020.

Result: 15 accept, 0 against, 5 abstain.

4 Annual reports

4.1 Board

Olivier Dobberkau, President of the TYPO3 Association, provided an overview of the Board activities in 2020:

- TYPO3 Board bi-weekly Calls (20 in 2020)
- Four quarterly meetings and General Assembly
- Report from the President for 2020
- Regular meetings with the Academic Committee
- Monthly meetings with the Events Committee
- Monthly meetings with the Innovation Committee
- Monthly meetings with CMS Garden
- Starting meetings with the Open Source community (Drupal, Joomla, WordPress, …) in USA, UK, and EU

Highlights from the Association's Work in 2020

Organisation
- Updated Fields of Responsibility
- Updated Proceedings
- Introduced a handbook
- Migration of Forge to Jira

Knowledge and skill development
- Open source management courses

Updated regulations
- Definition of usage of titles
- Travel expenses
- Definition of usage of the membership logos

Communication
- The TYPO3 Guidebook,
- Application TYPO3 Podcast,
- typo3.org/.com content strategy
- Demo website

New Committees
- Events
- Community Expansion
- Innovation

Remote Events
- International Meetup Days
- TYPO3 Summer of Code
- University Days

Budget management
- Redistribution of unused budgets
- Accessibility and UX topics for 2021
- Redefinition Role of the BCC
- Voucher automatization for certifications
- Donations to other open source projects
- Workspaces bug fixing
- Reimbursement tool

4.1.1 Trademarks registrations and oppositions

Report of Ric van Westhreenen, responsible for the trademark:

In 2020, we worked on trademarks in India and in Ukraine.
India:
- The trademark "TYPO3" has been filed in India in classes 09 (software), 41 (trainings related to the use of software and development of websites) and 42 (development of software, development of websites)
- An opposition has been raised in 2019 against the Indian trademark "TYPO" No. 4179123. In 2020, we submitted affidavits and proof of anterior use of your own trademark "TYPO3" in India.

Ukraine:
- The trademark "TYPO3" was filed in Ukraine in 2019 but refused by the Office in 2020 because of the earlier trademark "TYPO3" No. m201804231. In 2020, we requested a suspension of the examination procedure until the end of the opposition procedure (see next point below). After the end of the opposition procedure and cancellation of the trademark "TYPO3" No. m201804231, the trademark "TYPO3" was finally registered.
- An opposition has been raised in 2020 against the Ukrainian trademark "TYPO3" No. m201804231. The opposition was successful and the trademark "TYPO3" No. m201804231 was cancelled.

4.2 Annual report by Business Control Committee (BCC)

Report by Ingo Schmitt, Chairman of the BCC

- The communication with the TYPO3 Board is on a stable and good workflow.
- The final bookkeeping is in good order.
- Some projects have used only a small percentage of the granted budget (Corona sucks!)
- New budgets were created.
- Discussion with the board about the role of the BCC started, to support budget owners and the board for a better work (not only financially) with the budgets.
- The bookkeeping for the GmbH is in good order.

4.3 Report by the TYPO3 GmbH

Report by Mathias Schreiber, CEO

Achievements for the Company
- Revenue 2020 of ~2,960,000 EUR
- Company ran with profit
- Staff increased to 23 employees
- Launched Professional Service Listing
- Launched ELTS Self-service

Achievements Community Infrastructure
- Online Certifications
- T3A Membership Self-service
- my.typo3.org – User Profile Management
- Reimbursement Tool rework
- Launched official Discord Server
- Hired full time position for Documentation
- Hired full time product owner

Achievements Marketing & Events
- Launched shop.typo3.com
- New Merchandise available
- Moved physical events to Online Events · Prepared Streaming setups
- Unified Social Media Channels
- 71 blog posts in total

4.4 Introduction of the CPO of the TYPO3 GmbH

Volker Graubaum
43 Years – 2 Kids – Living in Hamburg
Working with TYPO3 since 2002 Started 01.01.2021 as CPO

Role: Definition and implementation of common strategic goals for the Community Product TYPO3

The Theme Based Roadmap provides the central idea:
https://typo3.com/blog/introducing-a-theme-based-roadmap-for-typo3

Bringing the Roadmap to life by enabling the TYPO3 Community
- Close cooperation with Core Team Lead (Benni Mack)
- Working together with the Marketing Team about the general Communication
- Concept for official Extensions & Integration for an improved ecosystem
- Building stable relationships with third party vendors
- Concept for additional packages to attract new user groups
- Introduction of an innovation management process
- Realisation of ideas together with the TYPO3 Community

4.5 GDPR Report

Report by Karen Falkenberg

- 2 checks of data protection documents
  - Records of processing activities
  - Update Contract processor
- Involved persons
  - Olivier Dobberkau
  - Alain Veuve
  - Stefan Busemann
  - Karen Falkenberg

- Data protection measurements affect, among other things
  - 983 members
  - 12884 registered users on typo3.org (5885 active users)
  - 10 requests from data subjects
  - 2 clarifications of identities in order to delete accounts
- Summary for 2020
  - GDPR focus work: Board, Teams and Processing
  - No data breach
  - 1 IT security incident, solved by the security team and the server team
  - No data protection training due to COVID-19 pandemic
  - No notification to the supervisory authority
  - No control by the supervisory authority
- Plan for 2021
  - Data protection training for Board members
  - Concept for data protection training videos

5   Annual balance sheet and report by the cashier

Alain Veuve, Treasurer of the TYPO3 Association, went through the annual report and balance sheet and explained the numbers. You can download the report from the GA 2021 page: https://typo3.org/project/association/structure/general-assembly/2021/

Main facts:
- No revenue from events due to COVID-19 pandemic
- Slight decrease in memberships
- Long-term financial stability is given, although the expenses were much higher than the income.

The full report can be requested by members via email to alain.veuve@typo3.org. It will not be published publicly due to fraud attempts.

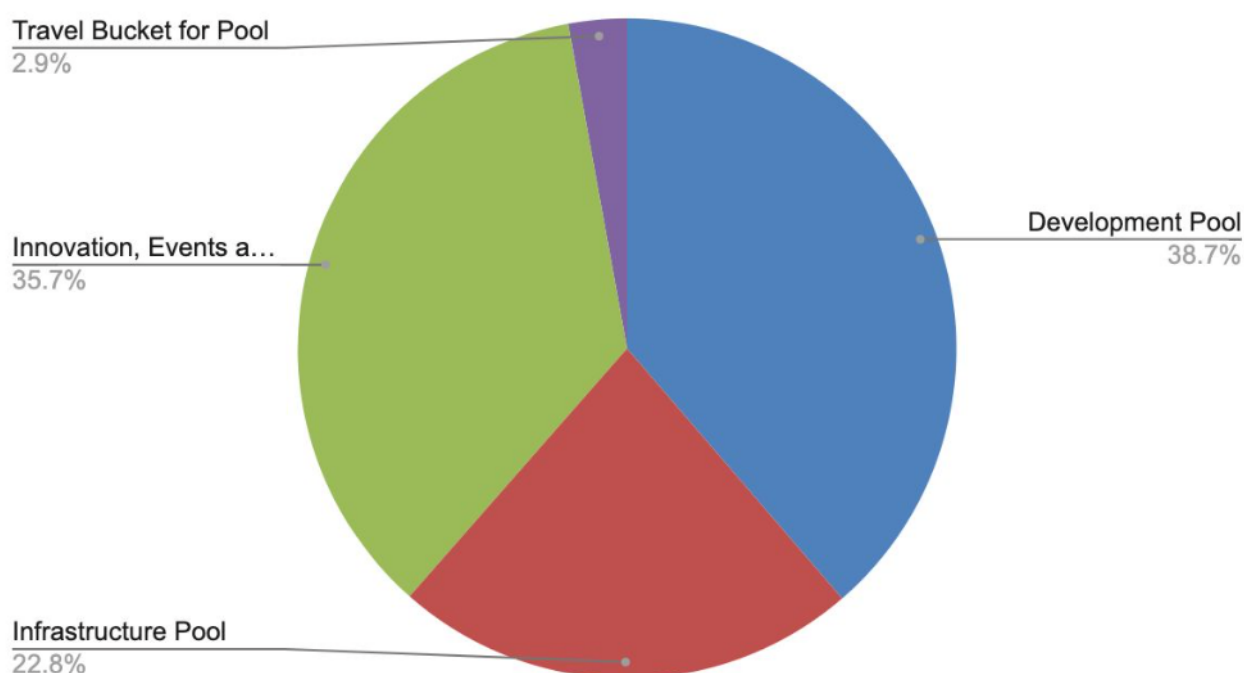# 6   Disencumbering of members of the board, cashier, accountants and commissions

- The members of the board were discharged with 24 yes votes and 2 abstains by the members.
- The members of the BCC were discharged with 24 yes votes and 3 abstains by the members
- The cashier was discharged with 24 yes votes, and 4 abstains by the members.
- The accountant was discharged with 24 yes votes and 4 abstains by the members.

7 Budget for the running year

We provided a report about the budget ideas 2021 at
https://typo3.org/project/association/funding-finances/budget-2021/

Initial Budget projection: 1.150k €
Extended Budget 2021:   1.396k €
Anticipated deficit 2021:   < 300k €

Budget 2021

Travel Bucket for Pool
2.9%

Innovation, Events a…
35.7%

Development Pool
38.7%

Infrastructure Pool
22.8%

All decisions were taken in full consent and with the best expectations.

You can download the complete Budget from the GA Page
(https://typo3.org/project/association/funding-finances/).

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

- We will not increase the membership fees in 2021
  - We plan to introduce flexible payment options for Gold & Platinum level.
- We aim to work on additional membership types
  - Segments (Industries, NGO, State Agencies & others)
  - TYPO3 Ambassador Membership
- Please do not share your membership
  - Memberships are bound to a person or to an organisation.

- - - Have the correct membership level for your organisation's size.
    - Bronze = Freelancers; Silver, Gold and Platinum = Companies
  - We observe the use of the membership in network cooperatives.
  - Make sure that your business avoids targeting by competitors for claiming a false or non-existent membership in the T3A.

9 Elections

9.1 Board Election

The TYPO3 Association Board election, that took place between March 21st and April 4th 2021, has given the following results:

Name	Votes
Dobberkau, Olivier	214
Hasenau, Petra	193
Kraume, Peter	193
Gaumond, Patrick	149

Those nominees are elected now until the GA 2023. All nominees have accepted their election.

Westhreenen, Ric van	125

We like to thank all nominees for their willingness to contribute to the project!

The General Assembly approves the online voting with 27 votes, 2 abstain.

9.2 BCC Election

Two of the four positions in the BCC are elected alternating each year. Due to the early retirement of Daniel Bachmann, three positions were newly elected this year. The online voting started on March 21st and lasted until April 4th 2021.

Name	Votes
Schmitt, Ingo	172
Fau, Daniel	142
Lenssen, Edward	105

Those nominees are elected now until the GA 2023. All nominees have accepted their election.

Razzi, Rino	104
Merz, Ralf	77
Torresani, Roberto	64

The General Assembly approves the online voting with 27 votes, 3 abstain.

10 Petitions

None this year.

11 Program of activities

Highlights:

- **Academic Committee:** TYPO3 University Day was a successful online event.
- **Accessibility Team:** First accessibility sprint (3 days, remote) 29 individual participants.
- **Community Expansion Committee:** Development of the TYPO3 International Meetup Days concept and 1st edition t3imd20.typo3.com.
- **Content Group:** 76 Articles posted, 11 Members Newsletter issues, 12 CMS Insights issues, 50+ content contributors. Need more proofreaders.
- **Core Team:** Released TYPO3 v10 LTS in April 2020 and 14 maintenance releases for version 10.
- **Demo Project Team:** Founding of the official TYPO3 Demo Project Team and release of the demo website
- **Design Team:** Development of an online style guide to make the many hidden rules in the TYPO3 universe more visible
- **Documentation Team:** brand new Sphinx-TYPO3-Theme for documentation, Team size increased
- **Education Committee:** Online certification (since June 2020) – TYPO3 certifications ready for 10LTS – online event to replace certification renewals at CertiFUNcation
- **Localization Team:** Switch from a self-hosted Pootle instance to the SaaS solution Crowdin
- **Marketing Team:** TYPO3 Comparison Cards released
- **Security Team:** coordinated & fixed 42 incidents; started TYPO3 Bug Bounty Program; represented TYPO3 at Google CMS Security Summit in Munich
- **Server Team:** migrated (almost) all services to the new, container based platform; streamlined the individual update process for each service
- **typo3.org Website Team:** Work on all maintained *.typo3.org sites continued, v10 in use.

You can download the complete reports of all teams from the GA page:
https://typo3.org/project/association/structure/general-assembly/2021

12 Changes to the bylaws

No changes this year.

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

Question from Felix Herrmann regarding Art. 14 of our By-laws:
"The General Assembly shall decide by open ballot in all cases, unless the General Assembly decides to conduct the vote by secret ballot. On request of a voting member this can be decided with two-thirds majority of the voting members present. In the case of an Internet General Assembly or virtual General Assembly, the Association Board shall ensure that the secret ballot procedure can occur electronically."
The question from Felix was:
If someone wants a secret ballot, what type of voting-procedure would be used?

Answer from the board:
If the GA takes place in Düsseldorf in presence, it's easy to hand out pen and paper for a secret ballot. For the webinar it's not so easy to find a solution. If someone complains to our current procedure we need to repeat the GA and find another solution for secret ballots.

Farewell to Stefan Busemann
Olivier Dobberkau, President of the TYPO3 Association, thanked Stefan Busemann for his long work in the Board of the TYPO3 Association.

16 Goodbye

The next GA is planned to take place in April 2022 in Düsseldorf.

The Secretary of the TYPO3 Association thanks for the various inputs from the members and closes the GA 2021 at 14:41.

April 30th 2021
Peter Kraume
Secretary of the TYPO3 Association

http://www.typo3.org/association
TYPO3 Association, Sihlbruggstrasse 105, CH-6340 Baar, Switzerland