OpenFabrics Alliance, Inc.

Bylaws

October 23, 2019

Revision 0.51

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1. Name, Office, Purpose
   1. Name

The name of this corporation is OPENFABRICS, INC. (the “Corporation”). DBA the OpenFabrics Alliance (OFA).

* 1. Offices

The principal office for the transaction of business of the Corporation shall be at such location as the Board may determine.

* 1. Purpose

The Corporation is organized exclusively for one or more of the purposes permitted by Section 501(c)(6) of the Internal Revenue Code, including the making of distributions to other organizations that qualify as exempt organizations under Section 501(c)(6) of the Internal Revenue Code.

* 1. Specific Purpose

The specific purpose (“Mission”) of the OpenFabrics Alliance is to accelerate the development and adoption of advanced fabrics for the benefit of the advanced networks ecosystem. The mission is accomplished by, for example, creating opportunities for collaboration among those who develop and deploy such fabrics, incubating and evolving vendor independent open source software for fabrics, and supporting and promoting the use of such fabric technologies software.

* 1. Organization

The Corporation shall comprise a Board of Directors (“the Board”) as described in Article 3 - Board of Directors, and zero or more Working Groups as described in Article 5 - Working Groups.

As described in Article 5 -Working Groups, Working Groups are chartered and overseen by the Board and may be formed by the Board for any purpose such as to:

* 1. Manage the operation of the Corporation
  2. Advise the Board on various matters
  3. Develop technical proposals
  4. Promote the interests of the Corporation or its Members
  5. Any other purpose consistent with the Corporation’s Mission.

In any case, the Board has overall responsibility for managing the affairs of the Corporation.

1. Membership
   1. Member Organizations

The membership of the OpenFabrics Alliance consists of organizations (companies, academic institutions, related trade organizations, etc.) referred to as Member Organizations and individual memberships, (referred to as Individual Members) as permitted subject to policy established by the Board.

* 1. Promoter Members

There shall be a Promoter Member class of membership. Each Promoter Member organization shall have the right to appoint a Director to the Board of Directors, subject to any restrictions as described in Article 3 - Board of Directors.

* 1. Good Standing

A Promoter Member organization is considered to be in Good Standing as long as:

* Its due remain current,
* There is a duly executed membership agreement in force and on file with the OFA.
  1. Membership Levels

In addition to the Promoter Member class, the Board shall create, and may amend from time to time, a policy specifying additional membership classes. The Board shall also create and may amend from time to time a policy establishing the rights, obligations, restrictions, and fees of all membership classes.

* 1. Board Approval

An organization or individual wishing to join the OFA must complete a Membership Agreement, which must then be approved by the Board.

The Board shall have the right to refuse membership to any organization or individual if such membership would be in violation of United States law, California law, or if in the Board’s best judgement such a membership would be detrimental to the OFA.

The Board may revoke or suspend an existing membership if that membership is detrimental to the OFA, is contrary to the goals or objectives of the OFA, or is in violation of United States or California law. Time being of the essence, in the case where inaction by the OFA may expose the OFA to significant legal liability, the Chair may immediately and temporarily suspend an existing membership until the next Board Meeting.

1. Board of Directors

Powers

Except as otherwise provided by California law, in the Articles of Incorporation, or in these Bylaws, the Board directs all affairs of the Corporation and may exercise all powers available to a corporation under applicable law, including without limitation the power to authorize officers or agents to enter into contracts, execute financial instruments, and make other commitments on behalf of the Corporation. All corporate powers are exercised by or under authority of the Board.

* 1. Board Composition

The Board of Directors shall consist of Promoter Directors plus up to two At-Large Directors.

Promoter Directors

Each Promoter Member organization shall have the right to appoint one Promoter Director (“Director”). Each Promoter Director must be an employee or authorized agent of a Promoter Member organization. A Promoter Director can represent only one Promoter Member organization. The number of Promoter Directors shall not exceed the number of Promoter Member organizations. A Director may serve until:

1. He or she is no longer an employee or agent of the Promoter Member organization that appointed him or her,
2. He or she resigns from the Board, is replaced by his or her employer, or is removed from office by the Board as described in Section 3.4 - Removal
3. The membership of the Promoter Member organization is terminated or its class of membership changes.

Promoter Directors in Good Standing as described in Section 3.3.1 - Good Standing are the only members of the Board entitled to vote in board matters.

While Directors are expected to be ‘permanent’ (in order to maintain a sense of continuity of the Board and its proceedings), a Promoter Member organization may periodically appoint a new Director as its Board representative by posting a notice to the appropriate mailing list prior to the start of the meeting when the new Director’s appointment begins. At no time may a Promoter Member organization be represented by more than one individual.

At-Large Directors

The Board of Directors shall also include up to two At-Large Directors who shall be elected at the Annual Meeting. An At-Large Director may not be an OFA member however, once elected, an At-Large Director is provided with a non-voting membership, at no cost, for the period of his or her term. An At-Large Director cannot represent or be affiliated with a Promoter Member organization. At-Large Directors serve beginning as of the date of the election and ending on the date of the succeeding election. An At-Large Director shall have no voting rights, and participation shall not count towards quorum for the purposes of conducting Board business.

* + 1. Good Standing

A Director shall be considered in Good Standing if:

1. He or she has participated in at least three of the previous five duly announced meetings (not including the current meeting) and that Director represents a Promoter Member organization in Good Standing, or
2. He or she represents a new Promoter Member organization. A new Promoter Member organization, and its appointed representative, are considered automatically to be in Good Standing.

Once lost, a Director’s Good Standing is restored at the end of the second consecutive meeting attended by that Director. Attendance by an Alternate is not counted toward restoration of Good Standing.

Attendance by an Alternate is counted toward maintaining Good Standing.

A Promoter Member organization may replace a Director who is not in Good Standing, but the new Director inherits the standing of the Director being replaced. That is, the Good Standing rule cannot be circumvented by replacing a Director who is not in Good Standing. Similarly, a Director who is not in Good Standing may assign an Alternate, but that Alternate also inherits the standing of the appointing Director.

* + 1. Alternates

Each Director in Good Standing may designate an individual to act as an Alternate Director (‘Alternate’) in his or her stead, whether for a single meeting or as a standing alternate. The intention of this provision is to allow a company to maintain its representation on occasions when the normal Director is unavailable. Care should be taken to avoid rapid or regular rotation of alternates. An Alternate must be affiliated with the same Promoter Member organization as the Director. The Alternate designation is made by the Director by posting a notice to the appropriate mailing list. For purposes of quorum and attendance, when represented by an Alternate, the regular Director is considered to be present for that meeting, and any action taken by such an Alternate shall be as if taken by the regular Director. The regular Director or the Promoter Member organization that that Director represents may withdraw such designation at any time by posting a notice to the appropriate mailing list.

Designating an Alternate is distinctly different from assigning a proxy which is described in detail in Section 3.7.5 - Quorum and Voting .

* 1. Removal

A Promoter Director may be removed from office by the Board for any cause deemed sufficient by the Board acting by the unanimous affirmative vote of the full number of Promoter Directors then in Good Standing minus the Promoter Director facing removal. In the event of the removal of a Director, the Promoter Member organization retains its right to appoint a Promoter Director but may not re-appoint the removed Director. As above, a newly appointed Promoter Director inherits the Standing of the removed Promoter Director.

* 1. Compensation

A Director shall not receive compensation from the Corporation for carrying out his or her duties as a Director. The Board may adopt policies providing for reasonable reimbursement of Directors for expenses as deemed appropriate by the Board.

* 1. Transactions with Interested Parties

The OFA may, from time to time, conduct business with companies or individuals that are also members of the OFA. Such business transactions shall not be considered prima facie evidence of a conflict of interest. However, in the event that a true conflict of interest exists, then such business dealings can be cancelled by vote of the Board.

* 1. Meetings
     1. Location, Telephonic Meetings

The Board and any Board committees may hold regular or special meetings at any location worldwide or by any electronic means. Participation by telephone, videoconference, teleconference, web-based collaboration methods or any similar means is sufficient provided that all meeting participants can concurrently communicate with each other, and such participation will constitute presence for the purposes of these Bylaws and California law.

* + 1. Regular Meetings

Regularly scheduled, recurring meetings of the Board may be held at times determined by the Board and communicated to all Directors as described in [Section 3.7.4 -](#bookmark) Notices.

* + 1. Special Meetings

Any Officer of the Corporation may call a special meeting of the Board; in the event there are no Officers currently in office, any Promoter Director may call a special meeting. Notice of such a meeting must be provided no less than 48 hours before the scheduled meeting time and must include an agenda indicating the purpose for the meeting. Notice may be provided by any of the methods described in Section 3.6.4 - Notices. The normal rules of quorum apply.

* + 1. Notices

All notices required under this Article shall be given to all current Promoter Directors and At-Large Directors.

All Board meetings require 24-hour prior notice.

For the case of regular, recurring Board meetings, posting of such regularly recurring meetings to the OFA central calendar shall constitute sufficient notice. Notice of changes to the OFA central calendar shall be given with at least 24-hour notice prior to the new schedule time via direct notice as described in the next paragraph.

All other meetings require direct notice, which may be given by various instant means of communication, including but not limited to: telephone (including voice message), email, text message, or facsimile. Notices may also be delivered by first class mail to a Director’s last known business address, however notices by mail must be sent at least five business days in advance of when notices sent via instant communications means would normally be required.

* + 1. Quorum and Voting

For any given meeting each Director (or Alternate) in Good Standing is counted toward quorum for that meeting and is eligible to vote on any matter before the Board at that meeting. A Director who is not in Good Standing is not counted toward quorum for that meeting and is ineligible to vote at that meeting. He or she may participate in any other Board activities or discussions.

A majority of the Directors in Good Standing at the start of the meeting constitutes a quorum for the transaction of business at that meeting. Each Director in Good Standing will have one vote.

Except as otherwise required by California law or by these Bylaws, the act of the majority of the voting Directors in Good Standing present at a meeting at which a quorum is present will be an act of the Board.

In the absence of a quorum at any such meeting, a majority of the Directors present may adjourn the meeting and set a time for the meeting to be continued. Notice of the new time and details of participation shall be given to all Directors as provided in [Section 3.6.4 -](#bookmark3) Notices.

An excused Director is not counted toward quorum.

For any one meeting, a Director (or Alternate) in Good Standing may assign his or her vote on a particular proposal to a proxy by posting a notice to the appropriate mailing list prior to the start of the meeting. The proxy need not be a representative of the Promoter Member’s organization, nor does the proxy represent the Director in any way, other than to cast a vote on that particular proposal on behalf of the absent Director.

* + 1. Action by the Board

Action is taken by the Board during a meeting through a vote held pursuant to a proposal (“proposal”, “motion”, or “voteable item”) offered by a Director in Good Standing.

Any proposal before the Board is considered adopted if a majority of the Directors present at a meeting for which quorum has been achieved vote in favor of the proposal, except for certain actions described elsewhere in these Bylaws that require greater than a majority.

Before the Board can take action on any proposal, such a proposal must have been posted to the appropriate mailing list not less than 72 hours prior to the commencement of the meeting (“the 72 Hour Rule”). A “proposal” may take the form of a motion presented to the Board for its consideration, or it may reflect a previous discussion at a prior Board or XWG meeting. The intent of the 72 Hour Rule is to ensure that all Directors are aware of actions that may be taken at any given Board meeting and to allow Directors sufficient time for discussion and consultation prior to a Board action. In short, the intention is to prevent surprises.

This is not to say that a proposal, or a voteable item, cannot be amended during the course of discussion at a given Board meeting.

During a Board meeting, a proposal offered in violation of the 72 Hour Rule requires a unanimous vote of all Directors present at the meeting for passage. In addition, such vote(s) are not considered final until 72 hours following notice of the action (e.g. publication of meeting minutes). During the 72-hour window, any Director in Good Standing may raise an objection, which results in the nullification of the vote.

* + 1. Action via Email

Under extraordinary circumstances, action may be taken by the Board through an email vote held pursuant to a proposal offered by a Director in Good Standing. Before an email vote can be held, a proposal must have been offered to the Board for its consideration consistent with the 48 Hour Rule and may only be held for a proposal that has been considered by the Board during its meeting. An email vote must not be used to circumvent the Board’s normal practice of conducting business during its regular meetings as described in this section and is only offered in extraordinary circumstances, for example to allow a Director to confer with his or her Promoter Member organization following discussion of the proposal. In the case of an email vote, the chair of the meeting shall set the terms of the vote, including the method by which votes are collected, and the window during which the vote is to remain open.

* + 1. Conduct of Meetings

The chair for any given meeting of the Board is charged with the orderly conduct of business during that meeting. This includes the right to limit the length of discussion, to limit who may speak and for what duration, to limit the topics to be discussed at the meeting and to adjudicate whether a given proposal meets the spirit and intent of the 72-hour rule. The purpose is to ensure orderly conduct of business; this right shall not be employed to artificially stifle or limit discussion among Board members.

Any Board member shall have the right to petition the chair to add a topic to the agenda for any given meeting. However, such a petition must be consistent with the spirit and intent of the 72 Hour Rule. The Corporation’s Chair shall serve as chair for each meeting of the Board. In his or her absence, the meeting shall be chaired by the Vice Chair. In his or her absence, the meeting shall be chaired by the Secretary. In his or her absence, the meeting shall be chaired by the Treasurer.

In the event that no Officers are present, the remaining Directors, representing a quorum, may select someone from among themselves to serve as chair for the conduct of that meeting. Minutes of each meeting shall be kept by a secretary for the meeting appointed by the chair for that meeting. The Corporation’s Secretary shall be responsible for maintaining and archiving the minutes of each meeting.

1. Officers
   1. Officers

The OpenFabrics Alliance is organized as a 'California Nonprofit Mutual Benefit Corporation' which governs the minimum requirements for Corporate Officers. The current Officer positions of the OpenFabrics Alliance are Chair, Vice-Chair, Secretary, Treasurer. The Board may from time to time appoint other Officers with powers and duties as determined by the Board. Participation in the nomination and voting for Officers shall be limited to Promoter Member organizations. The Officers shall serve without compensation unless otherwise approved by the Board.

* 1. Qualifications

An Officer must be an employee of, or contractor to, a Promoter Member organization. Any one person can hold only one Officer role at a time. An Officer need not necessarily be a Director. In the case of an Officer who is not also a Director, or an Alternate, such Officer shall not be included for quorum and shall not participate in votes taken by the Board. An Officer who is also a Director or Alternate retains all the rights and privileges obtaining to any other Director or Alternate.

If an individual serving as an Officer ceases employment with the Promoter Member organization, or if the Board acts to remove that individual, the Board shall at its earliest convenience accept nominations and hold an election to fill the remainder of that individual’s term. If a Promoter Member organization loses its Good Standing, any Officer employed by, or contracted to, that Promoter Member Company also loses his or her Good Standing. In that case, the Board shall at its earliest convenience accept nominations and hold an election from among the employees or contractors of the remaining Promoter Member organizations to fill the remainder of that individual’s term.

* 1. Term in Office, Nominations, Voting

The term of office for all Officers shall be two years with no limit on the number of terms allowed. There shall be a call for nominations during the April Board meeting with nominations closing at the end of the May Board meeting. Any given Promoter Member organization may submit only one nominee for each Officer position.

Elections for Officers shall be scheduled for the June Board meeting with the names of nominees published as part of the June Board meeting agenda. Elections for Chair and Secretary shall be held in even numbered years; elections for Vice Chair and Treasurer shall be held in odd numbered years. Each Promoter Member organization is entitled to cast one vote for each Officer position. Votes for each Officer position are held independently. At the conclusion of voting for each Officer position, the nominee with the largest number of votes is declared the winner. In the event of a two or more-way tie for first place, there shall be a run-off vote.

* 1. Officer Responsibilities

Chair

The Chair is responsible for the overall day-to-day operation of the Corporation, and acts as principal for all meetings of the Board and General Member meetings unless that responsibility has been delegated to another.

Vice-Chair

The Vice Chair shall act in the Chair’s stead on occasions when the Chair is not available.

Secretary

The Secretary shall be responsible for maintaining the documents of the Corporation including, but not limited to, legal documents related to the Corporation, membership agreements, and executed contracts. The Secretary shall ensure that minutes of Board meetings and General Membership meetings are recorded. The Secretary shall be responsible for maintaining a repository for all such documents, allowing access to these documents as the Board shall direct from time to time.

Treasurer

The Treasurer is responsible for oversight of the financial condition and affairs of the Corporation, including maintaining the tax, regulatory, and financial records of the Corporation, and for rendering an accounting as required by the Board. The Treasurer is also responsible for disbursing funds as authorized by the Board, as well as managing accounts receivable such as member dues.

1. Working Groups
   1. Creation

A Working Group is created when a proposal is offered to the Board and approved by majority vote of the Board. A proposal for a new Working Group requires a proposed Charter for the Working Group and a proposed Chair (either permanent or interim). The Working Group is created when the Board adopts the proposed Charter and appoints a Chair or Co-chairs.

All Working Groups will be subject to intellectual property policies and applicable Bylaws of the OFA.

The intention of the concept of the Interim Chair is either to:

* Oversee the initial operation of a newly formed working group in order to shepherd the new group through the process of creating a draft Working Group Policy as described in Section 5.3.2 - Working Group Policy and to allow the new working group time to express an opinion to the Board as to the identity of the permanent Chair or Co-chairs,
* Oversee the operation of an existing working group in the event the group’s current Chair (or both Co-chairs) steps down or is removed. The intent is to ensure continuity of operations until a new permanent Chair or Co-chairs can be appointed.
  1. Dissolution/Review

A Working Group can be dissolved at any time by a majority vote of the Board.

Each Working Group shall be reviewed and re-chartered and its Chair appointed (or re-appointed) at least annually during the next Board meeting following officer elections. Notwithstanding the requirement for an annual review and re-chartering, the Board may modify a Working Group’s charter at any time or dissolve the Working Group at any time.

* 1. Working Group Governance
     1. Chair/Co-Chair

A Working Group must have at least one Chair/Interim Chair and may have Co-chairs. The Working Group Chair or Co-chairs are responsible to the Board for the accomplishment of the goals specified in the Working Group’s charter.

A Working Group Chair or Co-Chairs are appointed by a majority vote of the Board and are re-appointed at least annually; they can be removed at any time by a majority vote of the Board. A Chair may resign at any time.

The Board may appoint an Interim Chair to temporarily oversee operation of the Working Group pending appointment of a permanent Chair (or Co-chairs). It is anticipated that an Interim Chair will be a short-lived appointment.

One of the Working Group Chairs/Co-chairs/Interim-Chairs must be a representative of an OFA Promoter Member; if there are co-Chairs, the other Chair may be an OFA non-member. Any Working Group without a Chair/Interim-Chair for 30 days is subject to being dissolved.

The Board may appoint an Interim Chair or Interim Co-chairs to serve for a period of no more than 90 days. The Board may re-authorize an Interim Chair.

* + 1. Working Group Policy

A newly chartered Working Group shall be required to produce a governance policy and procedures that are consistent with any direction given to the Working Group at the time it is chartered. Such governance policies and procedures must be ratified by the Board by majority vote. A Working Group that is lacking such governance policies and procedures for 90 days shall be dissolved.

Participation of OFA non-members in Working Groups is allowed if specified in the group’s charter.

* + 1. Status Reports

The Working Group shall be required to make regular status reports to the Board. These reports will occur at the intervals required by the Board and can be delivered in writing or verbally.

1. Financial Administration and Record Keeping
   1. Fiscal Year

The fiscal year of the Corporation shall be January 1 – December 31.

* 1. Fiscal Management and Tools

The Treasurer bears ultimate responsibility for managing accounts payable, accounts receivables, and bank accounts. However, the Corporation may contract with an external Business Services Provider (BSP) to provide the day-to-day administration of these accounts. The Treasurer shall be responsible for oversight of the financial condition and affairs of the Corporation and shall have the duty and power to keep and be responsible for all funds of the Corporation. A contract BSP may maintain financial records under the direction of the Treasurer. Certain necessary documents may be provided to the BSP for its records as required. A contract BSP may directly support the annual budgeting process and provide detailed, monthly financial reports including budget vs. actual to the Treasurer.  Under the direction of the Treasurer, a BSP may provide tax filings, including specifically, those required to maintain the Corporation’s non-profit status under California State law for California Nonprofit Mutual Benefit Corporations. A BSP will provide financial information upon request and will perform an independent audit at the request of the Corporation.

* 1. Maintenance of Corporate Records, Reports, Inspection

The Corporation shall keep records of Board proceedings and actions, corporate records such as its Certificate and Bylaws, records of its contractual relationships, and records in accordance with applicable law governing maintenance of such records and consistent with any policies that the Board may from time to time promulgate governing the maintenance and retention of records. Subject to reasonable confidentiality requirements, any member shall have the right to inspect these records upon request.

1. Indemnification and Insurance
   1. No Liability for Debts of Corporation

To the maximum extent permitted by applicable law, no Director or any of the Members shall be personally liable for the debts, liabilities, or other obligations of the Corporation.

* 1. Waiver of Personal Liability

The liability of Directors of this Corporation for monetary damages shall be waived and limited to the fullest extent permissible under California law.

* 1. Indemnification

The Corporation shall indemnify Directors and Officers to the fullest extent permissible under California law.

* 1. Insurance for Corporate Agents

Except as may be otherwise provided under provisions of law, the Board may approve a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including Directors, Officers, and employees or other agents of the Corporation) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent’s status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under these Bylaws or provisions of law.

1. Amendments

Except as otherwise prohibited by law or in these Bylaws, these Bylaws may be amended by an affirmative vote of two-thirds of the Promoter Directors in Good Standing.

1. Intellectual Rights Policy

The Board shall create, and may from time to time amend, an intellectual property rights policy for the OpenFabrics Alliance.  This policy may cover multiple different areas of Intellectual Property Rights, including but not limited to: software copyright policies, marketing asset copyright policies, fair use policies, software licensing policies, written material copyright and licensing policies, etc.

1. Code of Conduct

The Board shall create, and may from time to time amend, a Code of Conduct policy to govern acceptable behavior in relation to OpenFabrics sponsored events and OpenFabrics hosted collaboration technologies such as mailing list reflectors.

1. Dissolution

The Corporation shall be dissolved, its assets disposed of, and its affairs concluded upon two-thirds vote of the Promoter Directors in Good Standing, or as otherwise permitted by law. In the event that the Corporation is dissolved, all of the remaining properties, monies and assets of the Corporation after provision has been made for its known debts and liabilities as provided by law, shall be distributed by the Board, in accordance with the requirements of Section 501 (c)(6) of the Internal Revenue Code of 1986, as amended.