DotAsia Board Community Projects Committee (BCC) Meeting Minutes

Date(s) & Time:	Jul 27, 2020 (Monday) 15:00 – 15:52 HKT
Location:	DotAsia Zoom Meeting Room: http://aji.asia/zoomboardcommunity
Attendees:	Satish BABU Nicole CHAN Edmon CHUNG Lianna GALSTYAN Maureen HILYARD (Guest Board Member) Freda CHEUNG (DotAsia Team) Apologies: Billy CHEON Tommy MATSUMOTO

No.	Action Items:	Owner	Remarks
C2019.08.A01	Set review frequency of projects.	BCC	Parked until SIA (Social Impact Assessment) framework (C2020.01.A02) is complete.
C2019.08.A03	Combine and summarize the Word and Excel file of Community Projects and identify a previous activity conducted that encourages DotAsia branding (Dashboard).	Edmon CHUNG	Parked until SIA framework is complete.
C2020.01.A02	Identify resource input, set measurement matrix and start collecting data for community projects. Further details will be provided for discussion in the next BCC meeting.	DotAsia Team	In progress. SIA Discussion included in Item 3.
C2020.05.A01	Bi-monthly newsletter of "This.is.Asia" to be produced for engagement with Advisory Council and Members.	DotAsia Team	Completed.
C2020.06.A01	Send final draft of This.is.Asia newsletter to the full Board for review.	Edmon CHUNG	Completed.
C2020.06.A02	Collect testimonials from other stakeholders of DotAsia (Board Members, Members, AC members, and registrants).	DotAsia Team	On-going.
C2020.07.A01	Draft the presentation materials for Special AC Orientation and circulate to BCC for consideration.	Edmon CHUNG	

Discussions:

1. Roll Call

1.1. Mr. Satish BABU led the meeting as Chair of BCC.

1.2. Roll call. Those present for all or part of the meeting are included in the Attendees section.

2. Approval of Last Board Community Projects Committee Meeting Minutes (Jun 18, 2020)

2.1. BCC meeting minutes 2020.06.18 and action items were discussed.

2.2. BCC meeting minutes 2020.06.18 approved unanimously.

3. SIA Framework Update

3.1. SIA framework was presented and briefed to the BCC for consideration.

3.2. It was explained that data is collected annually or quarterly based on the nature of the measure, and that the dashboard will be modeled based on the SIA framework.

3.3. Question was raised if the presented approach could serve the purpose of comparing between projects. It was explained that the SIA framework is more meaningful as a comparison over time between years of data with the first year serving as a starting benchmark.

3.4. Question was raised if collecting data for the SIA framework is time consuming for DotAsia Team. It was clarified that similar statistics has been collected previously, and the additional work is to organize it into the SIA framework so that at this time the additional burden should not be prohibitive.

3.5. The plan remains for the team to collect data through Sep and to organize and present a preliminary report by Nov.

3.6. Question was raised if the framework will be used to provide feedback to project stakeholders or only for the internal. It was explained that initially it is for internal use, but with an aim to eventually make it available to potential sponsors, partners and other external audiences.

4. AC Engagement Next Steps

4.1. Timeline of AC Engagement, brought forward from the BGC discussions, was presented to BCC, with a plan to have a 1st (refreshed) AC meeting in the week of Aug 24, followed by scheduling of a "re"-orientation session and a special meeting focused on considering the development of the Board Elections Procedures 2021.

4.2. The timeline of Board Elections 2021 was also presented to BCC for reference.

4.3. Question was raised on how the AC is connected to the development of the Board Election Procedures. It was explained and confirmed that the Board wishes to

engage the AC in the development of DotAsia governance policies and that input on the Board Elections Procedures is one of the first items to engage the AC on.

4.4. Draft agenda of 1st AC Meeting was presented and briefed to BCC, with discussions from BGC brought forward.

    4.4.1. It was suggested to add agenda of Updates of DotAsia to the 1st AC Meeting. It was proposed and agreed to have Maureen (as Board Chair) and Satish (as Chair of BCC) make part of the presentation to the AC.

    4.4.2. The Terms of Reference (TOR) for the AC was discussed. It was agreed that a rough TOR should be prepared for discussion with the AC. Edmon mentioned a rough outline including DotAsia Governance policies and processes, .Asia Registry policies, budget and financial policies as well as community development and engagement policies and priorities. A draft set of bullet points to be discussed further at the BGC.

    4.4.3. It was explained that the proposed "re"-orientation for the AC will be based on the Onboarding presentations.

    4.4.4. Presentation materials to be drafted and circulated to BCC for consideration. (C2020.07.A01)

5.   Other Projects & Testimonial Development

5.1. An update of Project Lockdown was provided to BCC.

5.2. DotAsia and NetMission Ambassadors will refocus on preparing virtual youth Internet Governance training sessions.

5.3. An update on the upcoming video testimonial from a .Asia registrant was provided.