## DotAsia Board Community Project Meeting Minutes

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| **Date(s) & Time:** | 19 August, 2019 (Monday)<br>15:00 – 16:00 HKT |
| **Location:** | DotAsia Zoom Meeting Room: http://aji.asia/zoomboardcommunity |
| **Attendees:** | Edmon CHUNG<br>Lianna GALSTYAN<br>Satish BABU<br>Tommy MATSUMOTO<br>Freda CHEUNG (DotAsia Team) |

| No. | Action Items: | Owner | Remarks |
|---|---|---|---|
| C2019.08.A01 | Set review frequency of projects | BCC | |
| C2019.08.A02 | Think about how to better engage the Advisory Council once the subcommittees start running smoothly | BCC | |
| C2019.08.A03 | Combine and summarize the word and excel file of Community Projects and collect the things that DotAsia did before and identify projects are able to build DotAsia branding | Mr. Edmon CHUNG | |

## Discussions:

1.   Roll Call

   1.1.   Mr. Satish BABU continued to Chair of Board Community Project Committee meeting.

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

2.   Discussion of last meeting minutes (Jul 29, 2019)

   2.1.   Satish elaborated further on the governance implications.

      2.1.1. Prioritization of projects: resource and time allocation.

      2.1.2. Need and utility: categorization of projects into different classes (e.g. A / B / C).

      2.1.3. Performance of projects: parameters for BCC to review project performance and to take corrective actions if there are any problems.

      2.1.4. Costs and Cost recovery: some projects may bring-in additional income but not necessarily cover total cost. Better idea on the level may be useful.

2.2.  It was discussed that ensuring the DotAsia branding are visible in all projects is important to produce awareness return rather than monetary.

3.  Frequency of reviewing the projects

3.1.  It was discussed that different projects may happen in different cycles (e.g. annual meetings/events vs. ongoing work).

3.2.  The general frequency of reviewing the guidelines for projects should be further discussed in the coming next meeting.

4.  Advisory Council (item 3.1.3 in last minutes)

4.1.1.  Within the formal structure of DotAsia Organisation, was active when DotAsia set up policy for domain registration.

4.1.2.  Once the subcommittees start running smoothly, will think about how to better engage the Advisory Council.

4.1.3.  Discussion will be escalated to other subcommittees in the next meeting.

4.2.  Most of the projects either in community or market development, only few projects combine both.

4.2.1.  Edmon mentioned 078Kobe as an example of combination of community and market development.

5.  Community Projects list

5.1.  A reference list of current projects was presented.

5.2.  A more consolidated and summarized version to be produced and further considered.

6.  Discussion on Confidentiality guidelines for board committees

6.1.  It was explained that an overall DotAsia Board Confidentiality Guideline has been included in the DotAsia Board wiki and are sent to Board members when on boarded.

6.2.  Edmon clarified that this confidentiality guideline is different from the confidentiality agreement for mediation.

7.  Discussion on Improvements of DotAsia branding

7.1.  It was discussed that it is DotAsia's approach to avoid coming across as be too commercial minded, and that we usually start with a NGO approach when start working with new partner, i.e. on services and focusing on delivering benefits to the community.

7.2.  An example of how a DNS game in 2018 developed to explain the technical workings of the DNS but used .Asia domain names as examples and thereupon allows the discussion in supporting of the .Asia branding.

7.3.  There was a suggestion to try to better improve visibility of DotAsia to new local from different countries by supporting the types of secretariat works that DotAsia has been doing, i.e. to support the setup of new Internet governance related initiatives.

8. Discussion document with project list
   8.1. Clarifications on the current major groups of projects and their respective current lead persons were discussed.
      8.1.1. NetMission (and APIGA): Jenna FUNG
      8.1.2. APrIGF (and YIGF, APASA, etc.): Christine OR
      8.1.3. UASG / IGFSA, etc.: June LAU
      8.1.4. Ajitora (and GO.Asia/ Give.Asia) are bridges between market development and community project: Clement CHAN
   8.2. Board Community Project Committee will consider the further classification of the projects.

9. Potential community projects in Japan
   9.1. It was discussed that some of the projects identified for Japan were canceled or no longer actively engaged in.
   9.2. Edmon explained that one of the challenges is the funding and cost, the ability to start new projects often depends on determining source of funding and/or sponsorship.
   9.3. It was suggested that a list of previous activities be compiled so further review could be done on the challenges DotAsia faced, and to consider how to identify projects are able to build DotAsia Branding.

10. Points to be highlighted by BCC at next Full Board meeting
   10.1. Advisory Council activation.
   10.2. To suggest having a BCC F2F meeting at the October F2F Board meeting.
   10.3. Branding strategy in relation to community projects.