

## DotAsia Board Community Projects Committee (BCC) Meeting Minutes

<b>Date(s) &amp; Time:</b>	Jun 18, 2020 (Thursday) 15:00 – 16:05 HKT
<b>Location:</b>	DotAsia Zoom Meeting Room: <a href="http://aji.asia/zoomboardcommunity">http://aji.asia/zoomboardcommunity</a>
<b>Attendees:</b>	<p>Satish BABU Nicole CHAN Billy CHEON Edmon CHUNG Lianna GALSTYAN* Maureen HILYARD (Guest Board Member) Freda CHEUNG (DotAsia Team)</p> <p>Apologies: Tommy MATSUMOTO</p> <p>*Joined during Discussion Item 2.1</p>

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 4.
C2020.05.A01	Bi-monthly newsletter of “This.is.Asia” to be produced for engagement with Advisory Council and Members.	DotAsia Team	In progress. Draft circulated, discussion included in Item 5.
C2020.05.A02	Suggest to add a column of “from DotAsia Chair” in the This.is.Asia newsletter.	BCC	Completed.
C2020.05.A03	Collect testimonial on promotion effectiveness from existing .Asia users.	DotAsia Team	Completed. discussion included in Item 6.
C2020.06.A01	Send final draft of This.is.Asia newsletter to the full Board for review.	Edmon CHUNG	

No.	Action Items:	Owner	Remarks
C2020.06.A02	Collect testimonials from other stakeholders of DotAsia (Board Members, Members, AC members, and registrants).	DotAsia Team	

## Discussions:

### 1. Roll Call

- 1.1. Due to connectivity interruption, Satish BABU suggested that Maureen HILYARD take the lead to chair the meeting. It was agreed and Maureen led the meeting.
- 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 (May 19, 2020)

- 2.1. BCC meeting minutes 2020.05.19 and action items were discussed.
- 2.2. BCC meeting minutes 2020.05.19 approved unanimously.

### 3. BGC-003: Guidelines on the Application & Acceptance of Grants & External Funding

- 3.1. It was explained that BGC-003 was developed at the BGC and tabled for discussion by the full Board at the May 2020 Board Meeting. Since part of the policy concerns the BCC, it is brought forward to the BCC for further consideration.
- 3.2. DotAsia Team briefed the BCC on the document, highlighting the following aspects relevant to the BCC:
  - 3.2.1. Any project seeking grants should be aligned with the Vision and Mission of DotAsia, and considered with the DotAsia Core Values and Core Competence Framework (BCC-001 <https://dot.asia/BCC-001/>).
  - 3.2.2. Project seeking grants should add value to and/or scaling-up existing projects or to develop sub-projects, and not completely new and unrelated project.
  - 3.2.3. Sustainability of projects seeing grants should be considered and DotAsia should not overburden itself or become dependent on the Grants for its operations.
  - 3.2.4. Relief grants, given the nature, should be utilized accordingly and be exempted from other sustainability and dependency considerations as put forward in other parts of BGC-003.
- 3.3. It was explained that DotAsia is planning to apply for some COVID-19 related relief funds offered by the Hong Kong Government.

#### **4. SIA Framework update**

- 4.1. Updated SIA Framework template was presented to the BCC.
- 4.2. Measure indicators for the different community projects were listed and explained. It was explained that data collection will commence with a preliminary report targeted for Nov 2020, and that the dashboard (C2019.08.A03) would be developed based on the report.
- 4.3. It is targeted to generate annual SIA report for NetMission and APriGF projects.
- 4.4. A question was raised on the additional administrative workload for the Team. It was explained that no additional staff is retained for the collection and maintenance of the data, however the currently identified ones are mostly already retained informally, but the exercise would allow the data to be better organized and over time provide better indication of the social impact and progress of our community projects.
- 4.5. It was further explained that reports from the SIA Framework could also be useful in demonstrating the value that DotAsia community project bring, especially when applying for grants.

#### **5. This.is.Asia relaunch (for AC & Member engagement)**

- 5.1. Draft layout of This.is.Asia was presented and briefed to BCC.
- 5.2. It is targeted to be completed and sent after the June 26 Board Meeting.
- 5.3. It was discussed and agreed that the newsletter will be sent out by the DotAsia Team on behalf of the DotAsia Board.
- 5.4. The final draft is aimed to be circulated to the Board before the June Board Meeting. (C2020.06.A01)

#### **6. Other projects & .Asia community testimonials**

- 6.1. Testimonials by .Asia registrants, including written and video testimonials, collected previously was presented and briefed to the BCC.
- 6.2. It was suggested to list the date of the testimonial for easy reference.
- 6.3. It was suggested to add similar testimonials to the This.is.Asia newsletter.
- 6.4. It was also suggested to collect testimonials from other stakeholders of DotAsia (Board Members, Members, AC members, and registrants) beyond .Asia registrants. (C2020.06.A02)

#### **7. Youth Mobility Index (YMI [www.ymi.asia](http://www.ymi.asia))**

- 7.1. It was reported that efforts are underway to consider producing a simplified version of the YMI.
- 7.2. If feasible, it is targeted to generate the report for end of 2020 or early 2021.