

DotAsia Board Community Projects Committee (BCC) Meeting Minutes

Date(s) & Time:	Aug 25, 2020 (Monday) 15:34 – 16:34 HKT
Location:	DotAsia Zoom Meeting Room: http://aji.asia/zoomboardcommunity
Attendees:	<p>Satish BABU Billy CHEON* Edmon CHUNG Lianna GALSTYAN Maureen HILYARD (Guest Board Member) Freda CHEUNG (DotAsia Team)</p> <p>Apologies: Nicole CHAN Tommy MATSUMOTO</p> <p>*Joined meeting during Discussion Item 3.</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 3.
C2020.07.A01	Draft the presentation materials for Special AC Orientation and circulate to BCC for consideration.	Edmon CHUNG	Completed.
C2020.08.A01	Circulate Draft Board Election Procedure to AC.	Edmon CHUNG	To be circulated after Board consideration in Sep 2020.

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 (Jul 27, 2020)**
 - 2.1. BCC meeting minutes 2020.07.27 and action items were discussed.
 - 2.2. BCC meeting minutes 2020.07.27 approved unanimously.
- 3. AC Engagement meeting preparations**
 - 3.1. Draft agenda and presentation materials of AC meeting was presented and briefed to BCC for discussion.
 - 3.2. Agenda topics including:
 - Brief re-introduction of DotAsia
 - Terms of Reference (TOR) for DotAsia AC
 - Meeting Frequency and Logistics
 - AOB
 - Special AC Re-Orientation session (week of Aug 31 or Sep 7)
 - Ad Hoc Meeting to discuss Draft Board Election Procedure 2021
 - 3.3. It was confirmed that Maureen (as Board Chair) and Satish (as Chair of BCC) will be making part of the presentation to the AC.
 - 3.4. It was suggested to create more interactive discussion opportunities for AC members in the meeting instead only hearing briefing.
 - 3.5. It was agreed to circulate Draft Board Election Procedure to AC before posting public comments from DotAsia Members. (C2020.08.A01)
 - 3.6. It was suggested and agreed to take out the Ad Hoc Meeting and discuss the Draft Board Election Procedure 2021 in Nov AC meeting.
 - 3.7. AC meeting format and logistic were discussed. It is planned to have virtual AC meeting quarterly, last for 1 – 1.5 hours.
- 4. This.is.Asia August 2020 Issue**
 - 4.1. Draft layout of Aug 2020 issue of This.is.Asia newsletter was presented to BCC.
 - 4.2. It is planned to send the Aug 2020 issue on Aug 27.
- 5. Update on other community activities**
 - 5.1. Youth IGF and APriGF team will help hosting the virtual APriGF 2020.
- 6. DotPH Interest on Sponsor Communities Projects (SCP) Funds**

- 6.1. DotAsia Team is helping DotPH with the application.
- 6.2. The SCP document and form for Sponsor members was briefly explained to the BCC.
- 6.3. It was clarified that DotAsia cannot pay member ccTLD directly due to the non-profit status of DotAsia.