



APrIGF Multi-Stakeholder Steering Group (MSG) Meeting
27 May 2015 (Tuesday)
Adobe Connect
05:00 – 06:00 (UTC)

Attendees(10):

Abdul Awal, ISOC Bangladesh (Civil Society)
Chester Soong, ISOC Hong Kong (Civil Society) – **Vice Chair**
Cheryl-Langdon Orr, Australia (Civil Society)
Duangthip Chomprang, ISOC (Civil Society)
Don Hollande, I2 Consultants (Private Sector)
Gunela Astbrink, ISOC Australia (Civil Society)
Hong Xue, Beijing Normal University (Academia)
Noelle de Guzman, ISOC (Civil Society)
Sivasubramanian Muthusamy, ISOC Chennai (Civil Society)
Connie Chan, APNIC

APrIGF Secretariat:

Yannis Li, DotAsia Organisation

Local Host of 2015:

Holmes Leong, HNET.Asia

Local Host of 2016:

Lynn Lin, NIEPA

Agenda:

1. Minutes and Action Items Review
2. Election Voting Rules and Procedure
3. Preparation for APrIGF Macao 2015
 - Local Host & Secretariat Updates
 - Workshop Proposals & Program Agenda
 - Fellowship Selection
4. A.O.B

Proceedings:

1. Minutes and Actions Items Review

- The minutes of May 12 has not been circulated so will be adopting at the next meeting

Action Items:

- Secretariat to circulate the minutes of May 12 to the MSG list for approval at the next meeting.

2. Election Voting Rules and Procedure

• Discussion

▪ Quorum:

- Chrompang is suggesting to combine the answers in the survey and make the quorum at 50% and above.
- The secretariat reminded that there has been general consensus from last meeting about choosing a percentage between the range 15% to 50% quorum due to the tie of votes in the survey.
- Astbrink worried that the requirement of 50% quorum might be difficult to achieve depends on the definition of the Active Members and she suggested 50% should be the max. of quorum but not further beyond that percentage.
- Hollander suggested to have the quorum of 25% of Active participants (participated in a call twice in the past six months) with a minimum of 10 people.

▪ Definition of Active Members:

- Hollander suggests having a stronger definition so that we have a higher participation rate of the voting.
- Xue suggested to define active members as who have voted in last 2 votings
- Chrompang is suggesting to combine option b), c), d), e) in the survey and make fine adjustment on the wordings
- Astbrink suggested adopting Hollander's suggestion on the call participation definition which is clear cut instead of combining the choices.

Action Items:

- Chrompang to finalize the draft of Election Voting Rules and Procedure and to be discussed at next meeting.

3. Preparation for APriGF Macao 2015

• Local Host Updates:

- It is confirmed that the main conference venue has been changed to the Macau University of Science and Technology which a big hall and the restaurant next to it has been reserved for meetings. The pre-event venue will also be changed to CPTTM which is in Macau island due to cost issue which is 20mins taxi ride from the hotel.
- There are only 2 pre-events namely YIGF orientation and a 2-day Gender Cram Class organized by APC which they are sending their

- own delegates to attend.
- The booking deadline for the conference rate of the hotel is 5 Jun. MSG members are reminded to book before the deadline to ensure they obtain the conference rates. The secretariat also reminded that the hotel requires a credit card guarantee which otherwise they may cancel the booking made.
- Shuttle buses will be arranged to-and-from the hotel and venue if resources available.
- **Program Agenda:**
 - The secretariat has prepared a framework of the program agenda. Currently we can accommodate up to 4 parallel sessions in 1 big hall and 3 small rooms from 9:00am – 5:30pm.
 - The opening ceremony is currently planned to be from 11:00am-12:00nn on Jul 1 and there will be a joint-opening session with CommunicMacau from 12:00nn-1:00pm on Jul 3.
 - The closing ceremony and summary sessions are currently from 3:30-5:00pm but more discussions are needed on if we will continue the same format of the previous years.
 - The face-to-face MSG meeting is currently planned to be on Jul 2 from 5:30pm-7:30pm.
 - There are currently 32 workshop proposals accepted.
 - Inputs from MSG are needed on the plenary sessions and the closing summary sessions.

Action Item:

- The secretariat to work on the program agenda and share out to the MSG list for discussions and approval.
- **Fellowship Selection:**
 - 2 set of scores received from the Travel Support Committee.
 - 14 full fellowship will be offered supporting their full fare of economy ticket to a specific max. amount based on their departing country and 4-night stay at the official hotel. 20 half fellowship will be offered 25% of the flight cost up to \$1500MOP and 50% of the cost of the official hotel room from Jul 1-4. 6 accommodation fellowship which will be offered 50% of the cost of official hotel from Jul 1-4.
 - The selection was based on the applicant's geographical location, gender and stakeholder balance, priority was given to speakers and more importantly whether they are eligible and have submitted the required documents for the government funding scheme.

Action Items:

- MSG has adopted the fellowship list and the Secretariat to announce the result to the respective candidates especially the unsuccessful ones so that they can look for other funding.

4. A.O.B

- Secretariat to send out doodle for the meeting schedule of June.

Summary of Actions Items

1. Secretariat to circulate the minutes of May 12 to the MSG list for approval at the next meeting.
2. Chrompang to finalize the draft of Election Voting Rules and Procedure and to be discussed at next meeting
3. The secretariat to work on the program agenda and share out to the MSG list for discussions and approval
4. MSG has adopted the fellowship list and the Secretariat to announce the result to the respective candidates especially the unsuccessful ones so that they can look for other funding.
5. Secretariat to send out doodle for the meeting schedule of June

The next meeting date and time is to be determined by doodle poll.
