



APrIGF Multi-Stakeholder Steering Group (MSG) Meeting
12 May 2015 (Tuesday)
Adobe Connect
04:00 – 05:00 (UTC)

Attendees(7):

Chester Soong, ISOC Hong Kong (Civil Society) – **Vice Chair**
Duangthip Chomprang, ISOC (Civil Society)
Edmon Chung, DotAsia Organisation (Technical)
Gunela Astbrink, ISOC Australia (Civil Society)
Hong Xue, Beijing Normal University (Academic)
Sylvia Cadena, APNIC (Technical)
Connie Chan, APNIC

APrIGF Secretariat:

Yannis Li, DotAsia Organisation

Local Host of 2015:

Holmes Leong, HNET.Asia
Alex Ip, CMRAE

Agenda:

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

Proceedings:

1. Minutes and Actions Items Review

Action Items:

- The minutes of 16 Apr and 30 Apr 2015 meeting has been reviewed and adopted.

2. Preparation for APriGF Macao 2015

• Local Host Updates –

- The venue will be changing to Macau University of Science and Technology. More information will be shared to the secretariat later. The local host will try to finalize the meeting rooms available. 10 mins walk from the hotel. (Map: <http://www.must.edu.mo/about-must-tw/map>)
- Soong is suggesting that we have to consider arranging shuttle buses. Leong reverted that it will be depending upon the budget.
- Soong asked whether it is possible to put out direction signs around the campus. Leong replied that once the meeting rooms finalized, the local host will work on that.
- Ip updated that the booking link of the official hotel Holiday Inn Macao will be available on 19 May and the deadline of booking will be 5 Jun. Chung asked whether the booking link has to be ready next week instead and Ip explained that due to the venue change the contract has not been signed yet which will be done today.
- Soong is wondering whether there will still be rooms available even after 5 Jun at normal rate. Ip explained that we could not guarantee the room availability when booking has exceeded the total rooms blocked by the host. Chung pointed out that it is important to ensure the link will still be working even after the deadline.

• Selection of Workshop Proposals & Program -

- The proposed list of accepted workshop proposals have been circulated to the MSG list earlier.
- The 2-day pre-events is organized by APC which they will be supporting their own delegates to Macau for the meeting. The local host also agreed that there are venue capacity to accommodate them therefore the secretariat propose to adopt them.
- There are 38 workshop proposals accepted including 5 mergers which there will be 32 sessions in total.
- Cadena mentioned the importance to balance the number of concurrent sessions and raised her concern about the overly packed agenda with 10-12 sessions a day. Astbrink echoed the concern and suggested to have fewer or at max. 3 parallel sessions to avoid the spread out of participation.
- Chung explained that some of the sessions might not be able to materialize from the past experience. He suggested that we reschedule and suggest mergers more aggressively once we confirm the speakers.
- The secretariat suggested to set the speakers finalization deadline on 18 May which was agreed by the MSG members.

Action Items:

- Secretariat to send a follow up email about the meeting discussion on the

finalized workshop list which suggested to inform the workshop proposers about the selection result with the current proposed list and mention that there may be probable mergers further after the finalization of speakers and session details. Last call for comments from MSG will be open for 24 hours.

- **Fellowship Selection:**

- The fellowship committee has evaluated the 55 applications received. However the finalized fellowship list has not been confirmed but there is a suggestion to support speakers as a priority to ensure smooth running of the sessions.

Action Items:

- Secretariat to work with the Travel Support Committee and Local Host to finalize the fellowship support list.

3. Election Voting Rules and Procedure

- The revised draft has yet to be finalized.
- Astbrink mentioned that the definition of Active Members is important and has to be made clear.
- Chung suggested that the committee should make a recommendation along with secretariat before the next meeting.
- The secretariat mentioned that Election Timeline has already been delayed and it was originally decided to be ratified at the face-to-face meeting in Macao.

Action Item:

- Chomprang to work with the Secretariat and the Voting Rules Review Sub-Committee on the final recommendation on the Election Procedure before next meeting and drawn up a sample list of eligible voters.

4. A.O.B

- None

Summary of Actions Items

1. The minutes of 16 Apr and 30 Apr 2015 meeting has been reviewed and adopted
2. Secretariat to send a follow up email about the meeting discussion on the finalized workshop list which suggested to inform the workshop proposers about the selection result with the current proposed list and mention that there may be probable mergers further after the finalization of speakers and session details. Last call for comments from MSG will be open for 24 hours
3. Secretariat to work with the Travel Support Committee and Local Host to finalize the fellowship support list
4. Chomprang to work with the Secretariat and the Voting Rules Review Sub-Committee on the final recommendation on the Election Procedure before next meeting and drawn up a sample list of eligible voters

The next meeting is 05:00-06:00UTC on 27 May (Tue).
