

## Minutes of Directors' Meeting - 12 March 2013

Held at 48 Pirrama Rd, Pyrmont  
with venue and lunch sponsored by Google Australia  
and by Teleconference in accordance with Article 80

The meeting commenced at 15:15

**NOTE: The Board meeting used a 'consent agenda' approach:  
Starred items were for discussion. Non-starred items were approved/noted without discussion**

### 1. ATTENDANCE

#### 1.1 \*\* Roll-Call and Apologies

Present: **Gunela** Astbrink, **Paul** Brooks (Treasurer), **Narelle** Clark (President), **Roger** Clarke (Secretary), **George** Fong (Vice-President), **Rob** Gregory, **Cheryl** Langdon-Orr, **Andrew** McRae, **Craig** O'Toole, **Holly** Raiche, **Skeev**e Stevens

Apologies: **Jon** Lawrence

#### 1.2 \*\* Agenda

No additional items were starred.

The Board adopted all non-starred items.

#### 1.3 \*\* Call for Declarations of Interest

CLO has been appointed an End User and Consumer Representative on COMCOM

#### 1.4 Call for Declarations of Absence

Roger will be overseas 22 May to 5 July (in Europe, in sporadic email-contact).

### 2. \*\* MINUTES OF PREVIOUS MEETING

The Board adopted the Minutes of the Meeting of 13 November 2012.

Moved: George, Seconded: Paul

### 3. REPORTS

#### 3.1 \*\* Executive Committee - Narelle Clark

ToR: <http://www.isoc-au.org.au/Policy/ToR-ExecCtee-120214.doc>

Nil Report.

The Board noted the Secretary's Report.

The Board noted the Vice-President's Report on the Content Management System.

The Board noted that a replacement, prototype Joomla-based web-site is close to release, with testing being conducted, with a view to approval and cut-over in the near future.

The Board noted the 'Online Presence' document tabled at the meeting.

**Action Item:** Directors to trial the prototype and provide feedback to George.

**Action Item:** Directors to consider the 'Online Presence' document, preparatory to approving the functionality which is to be implemented.

**Action Item:** Exec Ctee to set up a Doodle-poll to investigate the most suitable dates and times for Board meetings.

#### 3.2 \*\* Treasurer's Report - Paul Brooks

The Board approved \$250 each for production of three banners.

The Board noted that travel expenses re the Board meeting had been approved.

The Board resolved that the Treasurer and Secretary sign the two remaining formal documents.

Moved Narelle, Seconded George

The Board thanked the Treasurer for the efforts of the last year.

**Action Item:** Exec Ctee to prepare a standard letter of thanks to major sponsors, to be sent after renewals

**Action Item:** Exec Ctee to prepare a certificate to be available to long-term corporate members

#### 3.3 \*\* Events Committee - Skeev

ToR: <http://www.isoc-au.org.au/Policy/ToR-EventsCtee-120214.doc>

The Board noted the written and verbal reports.

The Board noted the norm of a \$8,000 seed-fund for conferences.

The Board approved a \$300 allowance for Meet-ups.

The Board noted the delegation to the Events Committee for micro-scale events.

The Board resolved that an event should be run, it should be broader than IPv6 but may include it, it may involve partnership with and pre-auIGF (Tue 15 Oct) and/or AI Group.

**Action Item:** The Committee is to investigate with auDA's Paul Szyndler the possibility of a pre-auIGF meeting on 15

Oct, and bring a proposal forward to the Board for approval.

**Action Item:** The Events Committee will investigate the possibility of a Brisbane Meet-up or other activity.

### **3.4 Policy Committee** – Rob Gregory

ToR: <http://www.isoc-au.org.au/Policy/ToR-PolicyCtee-120214.doc>

Nil Report.

### **3.5 FUMP Committee (Fund-raising, Marketing and Promotion)** – Holly Raiche

ToR: <http://www.isoc-au.org.au/Policy/ToR-FUMPCtee-120214.doc>

Nil Report.

**Action Item:** All Directors to send any available photos to Holly for her overseas presentation.

### **3.6 Governance Task Force** – Roger Clarke

ToR: <http://www.isoc-au.org.au/Policy/ToR-GovTF-120214.doc>

Nil Report

### **3.7 IPv6 SIG** – Mike Biber, Craig O'Toole

The Board noted the Reports.

The Board noted that the IPv6 mailing list was not busy.

### **3.8 \*\* S&E (Skills & Expertise) SIG** – Kevin Karp

The Board noted the Report and draft ToR.

**Action Item:** Secretary to advise the Board re the draft ToR.

### **3.9 \*\* Accessibility & Usability SIG** – Gunela Astbrink

The Board noted the Report and draft ToR.

The Board provisionally approved the draft ToR, subject to alignment with the Template that the Secretary has yet to bring forward.

**Action Item:** Secretary to advise re the draft ToR.

### **3.10 Other Appointees**

**Action Item:** Exec Ctee to ask iamems for other members who play representative and liaison roles on behalf of ISOC-AU, and consider publishing them on the web-site

## **4. DIRECTORS' REPRESENTATIONS**

Nil Report

## **5. DISCUSSIONS WITH NOTICE**

Nil

**Action Item:** Secretary to draft a Board Handbook for review by the Board

**Action Item:** The Handbook is to reflect the aspects recorded in this meeting's Agenda

**Action Item:** Secretary to design the Handbook for use by incoming Directors

**Action Item:** Narelle and Holly to send annual calendar material to the Board

**Action Item:** Roger is to draft a Policy document relating to SIGs.

## **6. OTHER BUSINESS**

Nil.

## **7. NEXT MEETINGS**

**The Board determined that** each Board member is to **NOTE IN THEIR DIARY** that the second Tuesday of every month except January is a potential meeting date, on the understanding that a minimum of 4 meetings and a maximum of 6 will be called.

Tue 9 Apr

Tue 14 May

Tue 11 Jun

Tue 9 Jul

**Tue 13 Aug [AGM Prep]**

Tue 10 Sep

**Tue 8 Oct [AGM]**

**Tue 12 Nov [Election of Officers]**

Tue 10 Dec

The meeting concluded at 16:10

Signed as a correct and complete record of the above meeting. Narelle Clark, President, ISOC-AU