

**Internet Society of Australia  
ABN 36 076 406 801**

**Minutes of Directors' Meeting – 5 Mar 2018**  
Held by electronic means in accordance with cl.15.2

The meeting commenced at 12:30

**1. ATTENDANCE**

**1.1 Roll-Call and Apologies**

Present: **Keith** Besgrove (VC), **Paul** Brooks (Chair), **Roger** Clarke (Sec), **Sae Ra** Germaine (VC), **James** Horton, **Shantnu** Kumar, **Cheryl** Langdon-Orr (VC), **Craig** O'Toole (Treas), **Holly** Raiche, **Fiona** Tweedie, **Peter** Tonoli

Apologies: **Greg** Adamson

**2. FORMAL MATTERS**

**The Board approved** all of the formal matters appearing at the end of these Minutes.

**The Board noted** the large number of tasks identified in the previous Minutes but for which no reports of action taken has yet been provided.

**3. FORM AND LOCATION OF PUBLISHED MINUTES**

**The Board determined:**

- Minutes are to be placed in an open directory after approval by the Board (Roger, Sae Ra)
- Approval is to occur between meetings, with prompt posting to the web-site (Roger)
- Minutes are to be expressed sufficiently carefully to generally avoid the need for separate records, but with appropriate care taken in relation to matters subject to the laws of confidence, privacy, etc. (Roger)

**4. CHAIR'S REPORT (Paul)**

**The Board considered** the following items from the report

1. Processes and resources to achieve responsiveness to external happenings

**The Board determined** that:

- the summary-page of prior policy statements and submissions is to be revived and updated (Holly, Roger, Sae Ra)
- individual Board-members are to post to the Board list their areas of policy competency (All Board-members)
- the existing Policy documents on the Policy Development Process and Media Relations are to be reviewed, with recommendations to be made to the Board on any changes needed (Holly and Roger)

2. Events, and local events convenors [See Events Committee]

3. Todd Hubers' proposal re 'Steps to get help with Internet Connections', and the broader question of how to manage initiatives started by members and groups of members

**The Board determined** that:

- Todd's draft is to be sent to ISP SIG members for feedback, ACCAN, and Choice/Enex (Paul)

**5. INFRASTRUCTURE TEAM REPORT (Sae Ra)**

**The Board considered** the following items:

1. Progress so far
2. Website access issues and admin processes to enable incidents to be addressed more quickly.

- However the website needs an overhaul, and access provided to relevant Board members to enable update
3. **The Board determined** that an induction manual is needed for Board-member use of the electronic resources, incl. shared resources such as the contacts list for Board-members, calendars, drafts (Sae Ra)
  4. Communication channels among Board-members
  5. Access to statistical data about membership
  6. Archival of traffic to generic addresses (chair@, treasurer@, etc.)
  7. The automated distribution of the floods of emails on the ISOC Chapters and Chapter Leaders lists (recently c.150 p.mo. combined)
  8. Synchronisation of IA's membership list with ISOC's AMS list (Sae Ra, Paul)

## **6. POLICY COMMITTEE REPORT (Holly)**

**The Board considered** the following items from the reports:

1. auDA, incl. .net and Direct Registration, closing shortly
2. ACCC's inquiry into digital platforms, by 4 April
3. Dept Comms 'Study' on Future Bandwidth Demand
4. Multiple other current and imminent matters

**The Board determined** that:

- Zoom meetings are to be used for more ad hoc meetings to determine policy (Holly)
- A list of open policy matters is to be distributed (Holly)

## **7. EVENTS COMMITTEE REPORT (Fiona)**

**The Board considered** the following items:

1. Australian Internet Community Forum, May 2018  
**The Board determined** that the current ad hoc Committee is to add Fiona to its lists (Paul, Cheryl)
2. **LARGE-SCALE EVENT [please advise the correct title of this monster]**  
**The Board determined** that the Fiona is to be included in mailings (Paul)
3. Events Checklist  
**The Board determined** that the Google Doc URL is to be distributed (Fiona)  
**The Board determined** that feedback is to be provided to Fiona by Fri 16 Mar (all Board-members)
4. **The Board determined** that:
  - collaborations with other organisations are to be investigated, e.g. Linux Aust, TelSoc (Sae Ra, Craig)
  - funding sources are to be investigated, particularly ISOC (Craig)
  - Melbourne and Orange events are to be prioritised, perhaps in relation to broadband performance measurement, or security (Fiona, Paul; Craig, Shantnu)

## **8. OTHER BUSINESS**

In the remaining few minutes, Board-members briefly outlined their current activities for IA.

## **9. NEXT MEETINGS**

**The Board noted** as potential meeting-dates the 1st MONDAY OF EVERY MONTH, 12:30-13:45, except January, and that a minimum of 4 and a maximum of 6 meetings will be called

The following are the dates for 2018:

Mon 2 Apr 2018 (Easter Monday)

Mon 7 May 2018

Mon 4 Jun 2018

Mon 2 Jul 2018

Mon 6 Aug 2018 (Bank Holiday – NSW, ACT)

Mon 3 Sep 2018

Mon 1 Oct 2018 (Labour Day – NSW, ACT, SA)

Mon 5 Nov 2018

Mon 3 Dec 2018

The meeting concluded at 13:52.

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## **FORMAL MATTERS**

### **F1. APPROVAL OF MINUTES**

**The Board approved** the following Minutes:

1. **4 December 2017**

### **F2. OFFICER AND COMMITTEE REPORTS**

**The Board noted** the following reports:

1. **Chair**
2. **Treasurer**
3. **Policy Committee**
4. **Events Committee**

### **F3. RATIFICATIONS**

**The Board ratified** the following decision made between meetings:

1. Delegation to IA Forum Managers to manage the lists

### **F4. NOTIFICATIONS OF POTENTIAL CONFLICTS OF INTERESTS**

**The Board noted** the following notification:

1. Keith – review of Dept Communications draft report, in a personal capacity

### **F5. REPRESENTATIONS**

**The Board noted** the following representation:

1. Craig – Official Opening of the Global Ag-Tech Ecosystem (GATE)
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Signed as a correct and complete record of the above meeting. Paul Brookes, Chair