Review Team Members:	**Observers:**
Daniel Nanghaka, Cheryl Langdon-Orr, Maarten Botterman, Vanda Scartezini, Liu Yue, Jaap Akkerhuis, Michael Karanicolas, Erica Varlese, Geoff Huston, Sebastien Bachollet, Tola Sogbesan, Wolfgang Kleinwacher, Osvaldo Novoa, KC Claffy	Chokri Ben Romdhane, Herb Waye, Jim Prendergast, Abdeldjalil Bachar Bong, Yang Hunyu
	ICANN Org:
	Jean-Baptiste Deroulez, Negar Farzinnia, Brenda Brewer
Apologies:	
Demi Getschko, Pat Kane, Jacques Blanc	

These high-level notes are designed to help review team members navigate through the content of the call and are not meant to be a substitute for the recording or transcript, which are posted on the wiki at: https://community.icann.org/x/eAtIBg .

The ATRT3 undertook the following during this session:

1. **Welcome, roll-call, SoI**

There were no updates to Statements of Interest.

Decision reached: In absence of co-chairs, review team member to volunteer or staff to lead agenda/conversations.

2. **Identified Topics of Review**

Cheryl ran through the latest additions on the google doc to help identifying topics for future review.

Michael suggested, as part of (D), to review the role of At-Large and the goal to represent the end-users and how challenging it is to represent the interests of such a wide group, and how ICANN takes into account ALAC's input.

Daniel suggested to help with project management tools to carry this exercise.

Maarten suggested to add in the document a review of the impact Work Stream 2 may have.

Action item: Add Maarten Botterman's input on WS2 to the google doc

3. **Transparency: Guiding Principles**

Cheryl presented guiding principles on transparency prepared by ICANN org, which is about transparency for this review (observers, mailing lists etc…), not about ICANN org's transparency.

ICANN org confirmed that they are monitoring observer rooms since the beginning of this review, and will always share out loud with review team any message shared by observers.

4. Face-to-Face Meeting #01

ICANN org informed all that review team members should be received their hotel confirmation on Friday 29 April. ICANN org then presented the face-to-face meeting agenda, no comments or updates were submitted.

Decision reached: face-to-face meeting agenda is adopted

Action item: ICANN org to follow-up with Travel Services on hotel confirmation.

5. A.O.B.

Cheryl confirmed that plenary meetings will be held after ICANN meetings.

Action item: ICANN org to create a review team skype group

Next scheduled meeting is the first face-to-face meeting on 3-4-5 April 2019 in Los Angeles.

Consensus reached on decisions/action items: **YES**