

IFRT Plenary Meeting #13

[IFRT PLENARY MEETING](#), 23 JUNE 2020

RT Members: If you have corrections, please email Amy at amy.creamer@icann.org

Agenda:

1. Welcome
2. Agenda Bashing
3. Administrative Items
4. Determine Draft Initial Review Structure:
<https://docs.google.com/document/d/10z8ABLYqcx6yFNmCKXIWXWixTNzO7148/edit>
[\[docs.google.com\]](#)
5. Discuss how to move work forward
6. Next Meetings:
 - 07 July | 18:00 UTC
 - 21 July | 18:00 UTC

High Level Notes

DRAFT INITIAL REVIEW FORMAT DISCUSSION

- Overall format of initial draft seems fine.
- Try organizing “findings” by Bylaw Sections on Scope but ensure all critical information is copied over from the Contract spreadsheet so we don’t need to reference it as a document external to the Initial Report

FINDINGS

- Will evaluate if enough team members have entered their findings to determine if we’ll have 7 July meeting (also check that these same team members will be present so as to explain/discuss their findings). Will notify the team about whether meeting will commence by 02 July
- **Request that all team members finish their findings by 21 July meeting!**