RSSAC Executive Committee Meeting
14 April 2014 | 14:00 UTC
Reference Materials

Deciding on Procedures for Minuting

Resolution 2014.04.14.01: "RSSAC normally prepares informal notes of its meetings as an internal tool. Normally ICANN staff provides these notes to RSSAC as quickly as possible after the meeting. These notes are not published and have no formal status."

> Proposed by Daniel Karrenberg

Amendment: "These notes are to be kept in RSSAC internal archives for future reference."

> Proposed by Lars-Johan Liman

Resolution 2014.04.14.02: "The RSSAC chair has formal minutes prepared of each meeting. These minutes will contain at least

- participants (w/ apologies)
- date/time
- meeting venue
- agenda
- resolutions
- action items

The minutes may contain details about the deliberations as decided by RSSAC."

> Proposed by Daniel Karrenberg

Amendment: "The formal minutes will be circulated within the committee no later than10 working days after the meeting for review and will be published as 'draft minutes' no later than 15 working days after the meeting. They will be approved at the meeting subsequent to their publication after which the 'draft' indicator will be removed."

> Proposed by Lars-Johan Liman

Minutes from Previous Meetings

Resolution 2014.04.14.03: "RSSAC to prepare formal minutes from the meetings on March 14 and March 25, based on the informal notes, and have them ratified during the next meeting."

> Proposed by Lars-Johan Liman

Operational Procedures Document

Resolution 2014.04.14.04: "RSSAC will conduct formal electronic votes according to https://community.icann.org/download/attachments/42734435/20140409-dfk-rssac-evoting.txt".

       Proposed by Daniel Karrenberg

Resolution 2014.04.14.05: "RSSAC will establish a caucus according to https://community.icann.org/download/attachments/42734435/20140409-dfk-rssac-caucus.txt".

       Proposed by Daniel Karrenberg

Transition of IANA Functions Discussion

ICANN Proposal for Transition of IANA Functions Plan:
http://www.icann.org/en/about/agreements/iana/transition/draft-proposal-08apr14-en.htm

Work Plan

April 30	Procedures document done.
April 30	Instructions to membership committee
May (early)	Invitations to join caucus
May 15	Exec discussions about work items finalized
May 31	Caucus formed
June 15	Chair election performed
June 15	First work parties appointed and work assigned
ICANN London	Caucus convened
July 15	Transition of IANA functions work party appointed; work assigned
IETF Toronto	Caucus convened
Aug 31	Root requirements done
Aug 31	Endorse RFC 2870"
Aug 31	Root measurements done
Oct 31	New version of Operational Procedures Document done

       Proposed by Lars-Johan Liman

Next Meeting(s)

Teleconferences:

~April 30

~May 15
~May 31
~June 15
~July 15
~August 15

Physical:

ICANN London
IETF Toronto

Proposed by Lars-Johan Liman