

# Toronto NARALO Events Organising Committee call 2012.09.12

Toronto NARALO Events Organising Committee call

Date: Wednesday, 12 September 2012

Time: 19:00 UTC (for the time in various timezones [click here](#))

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**How can I participate in this meeting?**

**Adobe Connect Link:** <http://icann.adobeconnect.com/naralo/>

(If you have never attended a Connect Pro meeting before: [Test your connection](#) and [get a quick overview](#))

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**Participants:**

**Apologies:**

**Staff:**

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**Summary Minutes:** [Summary Minutes 12 September 2012](#)

**Action Items:** [Action Items 12 September 2012](#)

**Transcript:** [Transcript 12 September 2012](#)

**Chat:** [Chat 12 September 2012](#)

**Recording:** ENGLISH

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## A G E N D A

**1. Welcome and Roll Call - Staff (2 mins)**

**2. Review and Adoption of the Agenda - Garth (2 min)**

**3. Discussion of NARALO Toronto Event Activities - All (30 mins)**

a. [NARALO RALO Anniversary/Outreach Event](#)

- i. Sponsorship update
- ii. Invitations to Keynote and other Speakers
- iii. Multi-media for the Outreach event - Update
- iv. RALO certificates - Update

b. [NARALO Capacity Building Meetings](#)

- i. Discussion of session agendas - topics and speakers
- ii. Date and topic for Chris LaHatte's session - Update from Garth
- c. NARALO Table Top Display in ICANN Village
  - i. ICANN information booth can be used - What technical requirements are needed?

**3. Update on Promotional Items - All/Staff (15 min)**

- a. [Lapel pins](#)
- b. [NARALO banner](#)

c. Invitation postcards

d. Meeting Guide text

#### **4. Planning the Logistics - Update from Staff - Staff (5 min)**

a. [Review of NARALO Toronto Events Budget Spreadsheet](#)

b. Final numbers and ALSes represented

c. Update from Constituency Travel

#### **5. Next Steps**