

APRALO OC 2013-03-06 Action Items & Meeting Notes

Holly's Notes:

Lynn Lipinski said that they have just received very favourable quotes for the items including cards, pins, badges, fans. Jack will help Lynn with translation of the quote. Issues of how many of what item may be resolved with the most recent quotes. Otherwise, the Committee will have to prioritise promotional items.

On the banner - the meeting is largely happy with it. Lynn is awaiting approval from Dot.Asia before finalising the banner.

Items for the larger BoC:

- Staff reported that the brochures have been sent to Beijing, including brochures in Chinese and other languages
- Agenda for the General Assembly has been finalised
- The RALO leadership meeting agenda has been finalised
- Multi Stakeholder time on Monday is confirmed at 1700-1900
- Capacity building is progressing well.

Action items for the next Boc:

- Edmon to provide ICANN staff with approval/or not on banner
- Staff to check on video conferencing facilities for the meeting room
- agreement on showcase speakers to be finalised at the next meeting
- add RALO leadership luncheon on Wednesday 1230-1400 to the Beijing Events Overview and recirculate

STAFF NOTES -

ACTION ITEMS

AI: To send the banner so we can see it one more time

AI: Edmon to get back to Lynne on the banner (dot Asia)

Lynn awaiting confirmation from the vendor in China to arrange the purchase of promotional items . Vendor only speaks Chinese, but a staff member can help out. Lynne is gathering information.

Business cards ok

c. Prioritization of promotional items

Minimum numbers vary per vendor

Jack can help Lynn with translation/interpretation

For the OC call

AI: Video Conference

AI: Speakers