

Toronto NARALO Events Organising Committee call 2012.09.05

Toronto NARALO Events Organising Committee call

Date: Wednesday, 05 September 2012

Time: 20:00 UTC (for the time in various timezones [click here](#))

How can I participate in this meeting? **Please note ADIGO CODE #3535 for this call only**

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](#))

Participants:

Gordon Chillcott, Garth Bruen, Eduardo Diaz, Olivier Crepin-Leblond, Evan Leibovitch

Apologies: Darlene Thompson, Glenn McKnight

Staff: Heidi Ullrich, Silvia Vivanco, Matt Ashtiani, Gisella Gruber

Summary Minutes: [Summary Minutes 05 September 2012](#)

Action Items: [Action Items 05 September 2012](#)

Transcript: [Transcript 05 September 2012](#)

Chat: [Chat 05 September 2012](#)

Recording: [ENGLISH](#)

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. Keynote speaker - Update
- iii. Invitations to Keynote and other Speakers
- iv. Multi-media for the Outreach event.
- v. RALO certificates

b. [NARALO Capacity Building Meetings](#)

- i. Discussion of session agendas - topics and speakers
- ii. Date and topic for Elad Levinson'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?

ii. Scheduling update

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