NARALO Showcase WG 03.02.2011 Teleconference

NARALO Showcase WG Teleconference

Date: Thursday, 03 February 2011

Time: 17:00 - 18:00 UTC (for the time in various timezones click here)

How can I participate in this meeting?

Adobe Connect Link: http://icann.adobeconnect.com/naralo2011/

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

Participants: Darlene Thompson, Gareth Shearman, Edouardo Diaz, Allan Skuce, Joly McFie, Chris Grundemann, Gordon Chillicot

Staff: Heidi Ullrich, Matthias Langenegger, Gisella Gruber-White

Summary Minutes: Summary Minutes 03 February 2011

Action Items: Action Items 03 February 2011

Recording: ENGLISH

A G E N D A

1. Welcome and Roll Call (2 mins)

2. Adoption of Agenda (2 mins)

3. Review Draft Agenda and Speakers (Eduardo)(10 mins)

3.1 Review Draft San Francisco Showcase Agenda

3.2 Update on Possible Speakers

4. Review Draft Budget and Sponsorship Strategy (Eduardo)(15 minutes)

4.1 Discuss Draft Budget submitted by Eduardo

4.2 Review Action Items from Last Call:

AI: Chris will talk to his contacts at Google to find out who to contact for sponsorship requests

AI: Staff will follow up with meetings whether there is budget for cocktails.

4.3 Next Step: Draft Sponsor letter

- Who will draft a sponsorship letter?
- Deadline for draft letter?

5. Update on Showcase Material (Darlene) (10 mins)

5.1 Review Action Items from Last Call:

AI: Darlene will collect the factsheets from the ALS members.

AI: Staff will prepare a draft NARALO showcase website

5.2. Next Steps on ALS Factsheets and Showcase Website

6. Outreach to Internet User Organisations in the Bay area (5 mins)

- What local organisations should be invited to the showcase?

- Who will lead on that?

7. Update on Logistics (10 minutes)

7.1 Review Action Items from Last Meeting:

AI: Staff will get in touch with meetings whether it would be possible to have the Showcase at 600 pm.

AI: Staff will follow up with meetings to find the best possible venue.

7.2 Review of Showcase Preparation Schedule

8. Next Meeting (2 mins)