**MINUTES OF ISOC KENYA CHAPTER MEMBERS MEETING HELD AT THE NAKUMAT LIFESTYLE ON 16TH JUNE, 2012**

**Scheduled Start Time:   10.00am                                                               Location: Nairobi Kenya**

**Present:**
1.       Barrack Otieno   - Chairperson
2.       Charles Oloo
3.       Kelvin Githira
4.       Peter Owino
5.       Faith Nyamboki
6.       Daniel Otieno
7.       Wangari Kabiru
8.       Tom Okech
9.       Liz Orembo – taking notes

**Apologies**
1.       Richard Otieno
2.       Paul Muchene
3.       Ronald Ojino
4.       Grace Bomu
5.       Judy Okite

**Min01/16/06/2012: Evaluation of the world IPv6 launch event and outreach activities**
Members gave their views on the IPv6 event and activities, which included:

1. IPv6 breakfast event; Stakeholders breakfast hosted at iHub on 06.06.12 and across the world by ISOC . The Keynote speaker was PS Bitange Ndemo, Ministry of Information and Communication and the breakfast was attended by 80 people.
2. School Outreach activities to students from Kiambu County - Alliance High School; bringing     together 100students from Alliance Girls and Boys. ISOC branded T-Shirts were given to the students.
3. Community Outreach activities to the national youth forum at Panafric Hotel; Dinner presentation to the Youth and Corporate representatives.

Among the things that worked well were:
4. The simplicity in the co ordination and management of the breakfast event
5. Attendance
6. Time keeping
7. Detailed presentations
8. Technical set up for IPv6 testing and sound

 6. Outreach to students at Alliance high school was a good idea

among the things that need to be worked on:

1. Remote participation
2. Media presence
3. Early registration for events

It was also noted that there is need for advanced co-ordination so as to get more members involved in the futurechapter activities.

**Min02/16/06/2012: Local registration**
Members were updated on the local registration process which was still going on.
Regarding the funds raised for the registration, a total of Ksh.7,260 has been received from 15 members to date.
Ksh 5,000 was channeled to registration and the rest to future chapter activities as agreed during the last meeting.
Issuing of the complete registration forms is to be done by the end of the week, action- Charles.

**Min03/16/06/2012: Membership**
To date, 100 people had registered for membership online. This is free and open to all.
Members agreed that for now, Ksh.500 s contribution be the hedge as the chapter individual membership registration fee
As membership of a chapter is generally aimed to enable all interested to join, it was suggested that levels of membership should be introduced to ensure inclusiveness, clear value and responsibility (so that no one is left out and at the same time members feel the value for their money and benefits).
The issue spurred a lot of deliberations and it was agreed that it is to be considered when drafting the work plan.
The issue of membership was delegated to Tom Okech as the Team Leader together with a number of members (below) who would obtain views from members and make a proposal on the membership structure and other matters related to membership.

**Min04/16/06/2012: Coordination**
Members expressed the need to put up a central office for the secretariat where every member could have an easy access.
At present, members are volunteering to coordinate various activities.
As ISOC-KE develops its structure, member’s volunteering to help with the administrative task  or staff hired would be e compensated, given that it is like a full time or part time involvement.
The deliberations were deferred until the day for preparing the work plan.

**Min05/16/06/2012: Work plan**
It was noted with a lot of concern that clear structures have to be laid down to act as a guide to the chapter’s operations and programme planning.
It was also suggested that the various committees should be formed to handle different issues. Some members had earlier volunteered to spearhead the tasks while others were suggested upon by the present members according to their line of professional duty and experience.

The various groups created were assigned team leaders are::
1.       **Legal issues** – Grace Bomu
2.       **Research** – Ronald Ojino and Richard Omondi
3.       **Training / Capacity building programme** – Richard Otieno
4.       **Finance . Fundraising** – Judy Okite and Martin Obuya
5.       Outreach activities-

i. **Academic sector** -  Peter

ii. **Industries. sector** - Kelvin Githira

iii.  **Membership** – Grace Bomu / Tom Okech

iv)  **Event management** – Wangari and Kelvin

Members leading the respective groups are to generate discussions on the mailing list for other members to deliberate on prior to the day
Wednesday 4th July was the date set for the drafting of the work plan and strategic plan Day. Barrack and Charles volunteered to look for a venue for that action. Members suggested to help out with the work plan include: Wangari, Barrack, Charles, Judy, Elizabeth, Daniel, Richard, Grace Bomu and Peter. Additional members for the task will be communicated to.
Wangari is to coordinate the team.

**Min06/16/06/2012: Launch of ISOC Kenya chapter**
TESPOK is organizing an IPv6 training event scheduled for August 2012.
There were suggestions for the chapter to work with TESPOK in arranging for a dinner on the last day of the training, for the official launch of the chapter. It is encouraged that ISOC-KE works closely with partners in the industry in its activities and initiatives.
It was also agreed that the ISOC regional and global office staff would be invited to participate during the launch and also to give the chapter insights on the best ways for it to be run and grow.
A day is yet to be set for the planning of the launch. Further deliberations will be made as the workplan is developed on Wednesday 04th June 2012

**Min07/16/06/2012: AOB**
The meeting started one hour late as the venue announced for the meeting was in use for other activities. Members identified another place for the meeting.
The Chairperson thanked all the members for participating.

There being no other business the meeting ended at 1.00pm/
The next meeting will be held on Saturday , 21st July 2012 at 1000am at a venue to be announced.