MINUTES OF ISOC KENYA CHAPTER MEMBERS MEETING HELD ON 1ST DEC, 2012 AT Q-NET OFFICES IN VIEW PARK TOWERS

Present:
1. Martin Obuya
2. Wangari Kabiru
3. Charles Oloo
4. Daniel Otieno
5. Roselidah Mwambua
6. Kelvin Githira
7. Isaac Mutua
8. Liz Orembo – taking notes

Apologies:
1. Barrack Otieno
2. Judy Okite
3. James Zuli
4. Joyce Thogori
5. Kwanyikiir Zion
6. Betty Magu

The meeting started at 10:20 with a prayer from Wangari.

Min 01/01/12/2012 IGF
Taking cognizance that the role of convening the National Internet Governance Forum had been handed over to the chapter by KICTAnet, members agreed that the chapter should start formalizing collaborations at with stakeholders so that there exists ground for engaging
It was suggested that a working group should be formed and Liz volunteered to spearhead the task. The issue is to be floated on the list for other members to volunteer in the WG.

Min 02/01/12/2012 Launch
It was noted that the chapter's launch was tied to resources, time and the message it wants to convey. The meeting agreed to organize for a breakfast event on 19th December followed by a press briefing that aligns the chapter's roadmap to 2013.

Charles and Barrack are to follow up on funding from ISOC and report back by 5th December.

Min 03/01/2012 ISOC KE leadership
Members agreed that the chapter should call for an AGM in April next year during which elections will be held. The interim officers were asked to lay down clear structures for leadership before the AGM.
Members suggested that a board of advisors should be included in the chapter leadership to overlook on the chapters activities and advice accordingly.
It was also agreed that the chapter leaders should meet at least once a month to deliberate on the chapter's progress.

Min 04/01/2012 UNESCO translation project
Charles informed members on the progress of the project.
Work done
·   Translation of the glossary
·   Wiki platform has been set online

Work in progress
·   Editing of the translated work by Bondo University
·   Review by the University of Nairobi

Pending
·   Outreach in the region
·   Peer review
·   Design of the look – ISOC and acknowledgement of UNESCO during the week.

It was agreed that all reviews should be done by 8th December so that the project is announced during the launch.

Min 05/01/12/2012 A.O.B
Members felt there should be a planning subcommittee responsible for planning next year's chapter activities. Dan volunteered to steer it.
The chapter is to look for other options of maintaining the website. Kelvin is to work on it with Barrack in preparation for the launch.
Concerns of mailing list administration were raised. Kelvin volunteered to work with the Barrack /list admins to sort out the issue.

Martin is to issue a draft for the survey on internet data access and usage, discussed during the September meeting.

Wangari recommended that society bulletin to be made documenting the activities and achievements this year

The meeting ended at 12:23pm date and venue for the next meeting to be communicated.