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| **Meeting** | **Asia Pacific School of Internet Governance** |
| **Date** | 5 December 2019 (Thursday) |
| **Communication medium** | ZOOM |
| **Time** | 4:30 to 5:30 AM UTC |

**Attendee:**

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| **Name** | **Position** | **Status** |
| Satish Babu | Chair | **Present** |
| Dr Govind Kumar | Vice Chair | **Present** |
| Mubashir Sargana | Vice Chair | **Presnet** |
| Nadira AL-Araj | Treasurer | **Present** |
| Shreedeep Rayamajhi | Secretary | **Present** |

**Agenda:**

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| 1. Minute approval 2. Satish’s Update 3. Dr Govind Update on Program committee 4. Mubashir Update Fellowship and Web activities 5. Nadira’s Update on financial Management 6. Community Question and answer 7. AOB |

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| **Action items:**   1. The committee proposed the name of Kilnam Chon, KS Park, Shita Lakshmi, Pablo Hinojosa for advisory council 2. Liaison committee to sign a Mou with the local host of AprIGF with budget, logistic and sharing fellows and speakers 3. EC committee agreed on the transparency and Accountability financial arrangement and approved of creating a financial committee 4. Nadira raised the issue of new Website and update and the urgency of new landing page of APSIG 2020 for fund raising 5. The EC decided to use the APNIC fellowship management system 6. Staish babu to talk to baburam to share the budget information of APSIG 2020 7. Regrading internet connection, it would be provided during the breaks as a lot of the times participants loose their interest during the session and lectures 8. Nadira to form a Financial committee for the management of APSIG 2020 |