

**ccNSO Council Meeting in Singapore**  
*22 June 2011*

**Attendees:**

Becky Burr, NomCom appointee  
Lesley Cowley, .uk (Chair)  
Keith Davidson, .nz  
Fernando Espana, .us  
Sokol Haxhiu, NomCom appointee  
Hiro Hotta, .jp  
Juhani Juselius, .fi  
Cheryl Langdon-Orr, At-Large liaison to the ccNSO  
Young-Eum Lee, .kr  
Roelof Meijer, .nl  
Vika Mpisane, .za  
Paulos Nyirenda, .mw  
Patricio Poblete, .cl  
Ron Sherwood, ccNSO liaison to the At-large  
Dotty Sparks de Blanc, .vi  
Rolando Toledo, .pe  
Peter Van Roste, CENTR  
Jian Zhang, APTLD

**Apologies:**

Byron Holland, .ca  
Han Chuan Lee, ccNSO liaison to the GNSO

**1 Welcome**

The Chair welcomed everyone to the meeting and the Councillors introduced themselves to the audience.

**2 Confirmation of Approval of Minutes and Actions 7 June 2011**

The Chair asked for comments to the minutes and actions from the Council Call on the 7<sup>th</sup> of June. No comments were noted. She further asked Gabriella Schitteck to run through the action items from the previous meeting:

*Action 64-01:*

Bart Boswinkel to contact Becky Burr to follow up on the draft response to Rod Beckstrom's letter on continuity plan and crisis communications strategy.  
This action was completed and will be part of the next Council call agenda.

*Action 63-03:*

Bart Boswinkel to inform the ICANN Board Structural Improvements Committee (SIC) about the adoption of the ccNSO Review Work Plan.  
This action was completed.

*Action 63-04:*

Bart Boswinkel to elaborate Option B in the paper on a Closed section on the ccNSO website, including preparation for a Confluence training session.

**This action is still in progress.**

*Action 64-02:*

Gabriella Schitteck to work with the Councillors to complete the set of photographs and biographies on the ccNSO Council page.

**This action was completed.**

*Action 64-03:*

The Chair to contact Katim Touray to ask whether observers would be accepted at the preparation meeting in Singapore for the ICANN summit on developing countries.

**This action was completed and two ccNSO representatives and two observers attended the meeting.**

*Action 64-04:*

The Secretariat to send a note to thank the people involved in the ccNSO response on the ICANN Security, Stability and Resilience Plan Framework.

**This action was completed.**

*Action 64-05:*

The Councillors to provide feedback on the email list to the briefing paper on Cross-Community Working Groups before the Singapore meeting.

**This action was not completed.**

*Action 64-06:*

Byron Holland to raise with Rod Beckstrom at the SO/AC Chair meeting the ccNSO concern regarding the lack of involvement in the ccTLD issues discussed in the European Commission and France.

**This action was completed and the concerns noted.**

### **3 High-level de-Briefing on ccNSO Related Activities**

The Chair explained to the ccTLD community that since the roles and responsibilities of the Council was decentralised, the high-level de-briefing has become a standard agenda point for Council meetings.

The Chair reported on her recent activities and preparations for the Singapore meeting:

- Coordination-call with the ccNSO Secretariat, which will continue on a weekly basis
- Call with the two Vice Chairs in order to set the agenda for the Singapore Council meeting.
- Extensive discussions with the GNSO Chair Stephane Van Gelder regarding ways for the ccNSO and the GNSO to increase their level of cooperation and co-ordination in order to make our joint working more effective.

She further reported that the Vice Chair Byron Holland had attended the ICANN CEO meeting with SO/AC Chairs on her behalf.

Hiro Hotta reported that he had been working on the voting issue for IDN ccTLDs and also prepared a presentation to the ccTLD community about the situation in Japan.

Becky Burr reported that she and Bart had been working on various drafting, such as guidelines for commenting and draft ccNSO letters.

Juhani Juselius reported that he had visited the .ax registry and given a presented about the ccNSO. He noted that they are interested in the ccNSO work but that they currently lack resources to join the community.

#### **4 ccNSO Response to NTIA Further Notice of Inquiry**

The Chair presented the proposed timeline and drafting team for the ccNSO response to the NTIA Further Notice of Inquiry.

Proposed timeline:

- Complete draft - by 1 July
- Feed-back from Councillors - by 8 July
- Seek feed-back from ccNSO members - between 12-19 July
- The Chair of the ccNSO to submit ccNSO response - 24 July

Proposed drafting team:

- Becky Burr (designated Councillor)
- Kathryn Reynolds (.ca)
- Keith Davidson (.nz)
- Martin Boyle (.uk)
- Staffan Jonson (.se)
- Paul Szyndler (.au)

Paulos Nyirenda noted that 7 days is a short period for the community to provide input. The Chair explained that the comment process as a whole is very short and that the ccNSO must try to meet with the NTIA deadline.

Becky Burr noted that any output from the drafting group would be circulated for comments by all ccNSO members.

The Chair asked the Council to pass a resolution to initiate the process to provide a ccNSO response on the Further Note of Inquiry and to agree the proposed timeline and drafting team members.

#### ***Resolution 65-01:***

THE COUNCIL RESOLVED to initiate the process to provide a ccNSO response on the Further Note of Inquiry as announced by the NTIA of the USG in accordance with the timeline as proposed and confirmed the members of the drafting team.

The resolution was proposed by Keith Davidson, seconded by Dotty Sparks De Blanc and was agreed by the Council.

## **5 ccNSO Council Statement on ICANN FY2012 Budget and Operations Plan process**

The Chair explained that the SOP and Finance Working Groups as well as the ccTLD community members present in Singapore had held extensive discussions with ICANN staff on ICANN's drafted FY2012 Draft Ops Plan and Budget, and that they had jointly expressed their concerns regarding the draft.

Young-Eum pointed out that several of the concerns raised by the ccTLD community had been overlooked by other Supporting Organisations/Advisory Groups and noted that one of them was the question as to whether a management plan for the budget would be presented.

Roelof Meijer suggested that the ccNSO should advise the ICANN Board not to approve the budget before the issues raised had been adequately addressed.

The Chair suggested that the ccNSO should gather the comments made during the Singapore meeting and present them at the public forum as the ccNSO views. The Chair welcomed collaboration with other Councillors on the wording of the statement to the Board.

### *Resolution 65-02:*

THE COUNCIL RESOLVED to request its chair to reiterate and express the ccNSO concerns raised at the Public Forum meeting in San Francisco regarding the ICANN FY2012 budget, and to include a statement of such effect in the update to the ICANN Board.

The resolution was proposed by Roelof Meijer, seconded by Young-Eum Lee and was agreed by the Council.

### *Action 65-01:*

The Chair to include a statement in public forum and the update to the ICANN Board that reiterates and expresses the ccNSO concerns regarding the FY2012 budget that were raised at the Public Forum meeting in San Francisco and subsequently.

## **6 Working Group Updates**

### **6.1 Finance Working Group and SOP Working Group**

Roelof Meijer (SOP Chair) reported that the SOP and Finance Working Groups held a joint meeting in Singapore and that they met with Juan Ojeda and Carol Cornell about the SOP comments on the Operations Plan, ccTLD financial contributions and ccTLD related costs in the ICANN FY12 budget. He noted that a calculation mistake had been revealed and corrected in the budget.

He also reported that the issues and concerns were further debated at the ccNSO members meeting, where Kurt Pritz and Akram Atallah were also present.

## 6.2 Framework of Interpretation Working Group (Fol)

Keith Davidson (Chair) noted that the Fol Working Group had not met since the last Council call but would have a meeting the following day.

## 6.3 IDN PDP Working Group 1

Bart Boswinkel reported that the IDN PDP Working Group 1 had decided to not go into hibernation. He advised that the Working Group has a sub-group that would continue its work on the guidelines for the Fast Track process to be incorporated in the overall policy.

## 6.4 IDN PDP Working Group 2

Hiro Hotta (Chair) reported that the IDN PDP Working Group 2 is still discussing the voting mechanism and that the group would meet the following day. He advised that the meeting would be open and further encouraged members and non-members of the Working Group to come and give input. The Chair asked for an update regarding the outcomes and next steps for the next Council conference call.

## 6.5 Incident Repository Implementation Working Group (IRI)

Bart Boswinkel reported that the Incident Implementation Working Group would have its first meeting the following day and that its first task would be to nominate a chair.

## 6.6 Joint ccNSO/GNSO IDN Working Group (JIG)

Jian Zhang (Co-Chair) reported that the Joint ccNSO/GNSO IDN Working Group had a meeting in Singapore and the Final Report on IDN Single Characters had been adopted by both Councils. She further reported that the next steps for the group would be to look at the implementation of the recommendations in the report, to closely follow the work of the Variant Issue Project (VIP) group and to co-ordinate with IETF efforts.

## 6.7 Joint Security & Stability Working Group (DSSA)

Bart Boswinkel noted that the Working Group would have its first face-to-face meeting the following day and that one of the Working Group co-Chairs, Mike O'Conner had resigned.

## 6.8 Study Group on Use of Names for Countries and Territories

Becky Burr reported that the Study Group had one initial call and that it would meet the following day. She had offered to serve as co-chair for the group and that a co-chair from the ccTLD community would be required, but that nobody had volunteered as yet.

The Council urged the Study Group on Use of Names for Countries and Territories to appoint a co-chair from the ccTLD community.

## 6.9 GAC-ccNSO Liaison WG

Keith Davidson reported that the GAC-ccNSO Liaison Working Group had held an ad-hoc meeting to prepare the agenda for the GAC-ccNSO meeting in Singapore. He noted that group had been inactive previously due to a lack of GAC participation and that we would need to decide how best to organise effective meetings between the GAC and ccNSO in the future. Keith thanked the Chair for her support in organising the Singapore GAC-ccNSO meeting.

## **7 Joint ccNSO/GNSO IDN Working Group (JIG) status**

The Chair explained that in the original charter, it had been envisaged that as a result of the approval of the Application Guidebook, the Joint ccNSO-GNSO IDN working group should close. However, the group had indicated that it wants to proceed with its work, which would be possible if both Councils agree to extend the Working Group Charter.

Jian Zhang (JIG Co-Chair) advised that the group would focus on the implementation aspects of its Final Report on the introduction of Single Character IDN's and is planning to provide an updated timeline shortly.

The Chair asked the Council to pass a resolution on extending the JIG timeline.

Young-Eum Lee noted that the JIG is working on important issues regarding the implementation of IDNs, such as the variant issue, and that she would be in strong favour of an extension of the Working Group.

### *Resolution 65-03:*

THE COUNCIL RESOLVED to extend the timeline of the Joint ccNSO/GNSO IDN Working Group until its next meeting in August 2011, when it expects an overview of the activities and associated timeline of the group. The ccNSO Council will revisit the extension of the charter at that meeting.

The resolution was proposed by Young-Eum Lee, seconded by Hiro Hotta and agreed by the Council.

## **8 ccNSO Work Plan & Guidelines**

### **8.1 Draft Work Plan**

The Chair explained that as a result of the ccNSO review, the ccNSO is expected to introduce, maintain and review a three-year forward-looking rolling policy roadmap. The ccNSO council has been discussing the work plan and associated procedures since its meeting in San Francisco and have provided an overview to the ccNSO membership. The work plan would need to be regularly updated by the Secretariat.

Roelof Meijer appreciated the introduction of a plan and noted the importance of a link between the work plan and the revised roles of the Councillors. The Chair noted that support from those Council members with project management experience would be appreciated in managing the work plan and asked the Council to pass a resolution to approve the ccNSO Work Plan as presented.

*Resolution 65-04:*

THE COUNCIL RESOLVED to approve the ccNSO Work Plan as presented to the Council.

The resolution was proposed by Roelof Meijer, seconded by Juhani Juselius and agreed by the Council.

8.2 ccNSO Work Plan Guidelines

Paulos Nyirenda queried the focus of the review and Bart Boswinkel advised that there would be an annual review of the work plan itself and also an ongoing review and update of the plan to ensure that it remained current and complete.

*Resolution 65-05:*

THE COUNCIL RESOLVED to adopt the guidelines to maintain, update and review the ccNSO Work Plan and requested the ccNSO secretariat to publish the Guidelines and Work Plan on the ccNSO website. The ccNSO Secretariat was also requested to inform the Board Structural Improvement Committee of the implementation of this ccNSO Improvement Recommendation.

The resolution was proposed by Becky Burr, seconded by Juhani Juselius and agreed by the Council.

*Action 65-02:*

The Secretariat to publish the ccNSO Work Plan and Guidelines at the ccNSO website.

The Chair thanked Bart for his extensive work on the Work Plan.

**9 Processes for ccNSO Responses and Statements**

The Chair explained that, as a result of the ccNSO review, the ccNSO is expected to document its practices to provide a response or statement that reflects the views of the ccNSO or the ccNSO Council. Based on the experiences of providing ccNSO statements on a range of topics and events during the last year, three types of processes were identified. At its last conference call on 7 June 2011, the ccNSO Council agreed on the overall timeline and activities associated with the response mechanisms. The timeline and activities are now documented in a Guideline Document.

Suggested processes:

- 1) ccNSO response/statement process
- 2) ccNSO Council response/statement process
- 3) Critical incident statement process

*Resolution 65-06:*

THE COUNCIL RESOLVED to adopt the Guidelines for ccNSO processes for ccNSO Statements. The ccNSO secretariat is requested to publish the Guideline on the ccNSO website and inform the Board Structural Improvement Committee (SIC) of the implementation of this ccNSO Improvement Recommendation.

The resolution was proposed by Sokol Haxhiu, seconded by Young-Eum Lee and passed by the Council.

*Action 65-03:*

The Secretariat to inform the Board Structural Improvement Committee (SIC) of the implementation of the ccNSO Improvement Recommendation to document processes for submitting responses and statements.

## **10 Implementation Plan**

Bart Boswinkel reported that the draft ICANN Board Implementation Plan was sent to the Structural Improvement Committee (SIC) and that it reflected the ccNSO Implementation Plan. He further noted that the draft plan was subsequently sent to the full ICANN Board and would most likely be adopted at the Singapore Board meeting.

Bart further reported that work had already started to implement some of the ccNSO related recommendations in the Implementation Plan, and that further updates would be provided on this topic. He noted we were well on track with implementation.

## **11 Report Back from Preparatory Meeting on Developing Countries Summit**

The Chair explained that Sokol Haxhiu and Rolando Toledo had attended a preparation meeting for an ICANN summit on developing countries as ccNSO Council representatives and Ron Sherwood and Paulos Nyirenda attended as observers. She asked Sokol to provide a summary of the meeting to the Council.

Sokol explained that the summit was initiated by Board member by Katim Touray and planned for the Dakar meeting. However, it was decided that a forum would first be held to prepare the ground for any summit.

He further reported that three key topics were discussed at the meeting:

- The purpose and scope of the proposed summit
- The definition of developing countries.
- ICANN's relationship with developing countries.
- Implementation recommendations from ICANN to developing countries.

A group of people, including Council members Sokol Haxhiu and Rolando Toledo, were appointed to work on a concept note, to include the purpose of the summit. There was no decision made regarding the creation of a formal summit committee. Rolando Toledo noted that the definition of a developing country and the role of the summit were not very clear as yet.

Sokol advised that this was not a formal ICANN summit at this stage and its level, who

would participate and when it would be held have not been decided. Ron Sherwood agreed that this was at a very early stage of development. The Chair asked that the ccNSO be kept updated and suggested that ccTLDs representing a developing country might be able to contribute to the preparation of the summit by sharing relevant material.

## **12 Liaison Updates:**

### 12.1 At-Large Liaison

Ron Sherwood advised that the ALAC work at the Singapore meeting was still in progress and that he would forward a written report to the Council email list once this work had been formally concluded.

### 12.2 GNSO Liaison

Since no GNSO liaison had sent apologies and was not present, no update was received.

## **13 Applications for ccNSO Membership: .GG, .JE and .NA**

Roelof Meijer reported that the ccNSO received membership applications from .gg, .je and .na. He noted that IANA has no outstanding issues with the applicants and that no Councillors had objected to the membership.

Bart Boswinkel noted that a cover letter had been included in the .na application and that it should be viewed as a statement by the ccTLD, rather than part of the application itself. It was decided that the letter would be circulated to the Council email list prior to the Council decision regarding the .na membership application.

Young-Eum Lee pointed out that even though it is not in direct conflict with the ccNSO Bylaws, the fact that the .gg and .je TLDs are managed by the same person touches on the voting issue raised in the IDN PDP WG 2. The Chair agreed and noted that this topic would be discussed in due course.

The Chair asked the Council to pass a resolution to approve .gg and .je as ccNSO members.

### *Resolution 65-07:*

THE COUNCIL RESOLVED to approve .gg and .je as ccNSO members.

The resolution was proposed by Keith Davidson, seconded by Roelof Meijer and agreed by the Council.

The Chair welcomed .gg and .je as new members and noted that the .na application would be dealt with as soon as possible.

## **14 Thank You to Peter Dengate-Thrush**

The Chair asked the Council to thank departing ccNSO appointed ICANN Board member and Chair of the Board Peter Dengate-Thrush for his services to the community.

*Resolution 65-08:*

THE COUNCIL RESOLVED to express its deep appreciation to Peter Dengate-Thrush for his service to the community as a ccNSO elected member on the ICANN Board from 2005 to June 2011. Peter's depth of knowledge and leadership to resolve issues for the general ICANN community and the issues facing ccTLD managers in particular have been invaluable. The ccNSO Council wishes Peter all success in his future endeavours.

The resolution was proposed by Keith Davidson, seconded by Paulos Nyirenda and passed by acclamation.

**15 AOB**

Bart Boswinkel pointed out that a date needs to be set for the informal Council call with ccNSO appointed Board members Chris Disspain and Mike Silber and that the secretariat would send out a Doodle poll to the Council.

*Action 65-04:*

The Secretariat to send out a Doodle poll to the Council email list in order to find the best date for an informal Council Call with ccNSO appointed ICANN Board members Chris Disspain and Mike Silber.

The Council thanked the host, sponsors and participants of the ccNSO Singapore meeting.

The Council further thanked the ccNSO Secretariat for its work in organising and supporting the ccNSO and ccNSO WG meetings in Singapore.

The meeting closed.