RSSAC Teleconference Minutes
11 September 2014 | 14:00 UTC
icann.adobeconnect.com/rssac
Adigo Conference Bridge: 8365

Attendance
A/J   Brad Verd
B   Absent
C   Absent
D   Tripti Sinha
E   Kevin Jones
F   Jim Martin
G   Jim Cassell, Kevin Wright
H   Howard Kash
I   Lars-Johan Liman (Co-Chair)
K   Absent
L   John Crain
M   Absent

Root Zone Administrator   Absent
IANA Functions Operator   Elise Gerich
Root Zone Maintainer   Duane Wessels

Liaison from IAB   Marc Blanchet
Liaison from SSAC   Russ Mundy
Liaison to the ICANN Board   Absent

Staff   Julie Hedlund, Carlos Reyes, Barbara Roseman, Kathy Schnitt, Steve Sheng

Action Items
- Carlos Reyes will send the 28 August 2014 minutes to the mailing list for review and with a poll for approval.
- Julie Hedlund to create the final draft of the Operational Procedures Document and distribute it to the RSSAC for approval via the mailing list.
- Carlos Reyes to distribute the draft ICANN 51 meeting schedule to the mailing list.
- RSSAC members interested in participating in the ICANN Leadership Training Program will contact Lars-Johan Liman.

Call to Order
Lars-Johan Liman called the meeting to order at 14:03 UTC.

Roll Call

Lars-Johan Liman conducted a roll call, and a quorum was not present to take formal action.

Agenda Review

Lars-Johan Liman reviewed the agenda for the meeting, noting that discussions about the ICANN Leadership Training Program and the ICANN 51 schedule were added to Any Other Business. The RSSAC mailing list archive discussion was deferred to the next teleconference to allow for more participation.

Action Item Review

Lars-Johan Liman reviewed the action items from the 28 August 2014 teleconference. All action items were completed.

Approval of Minutes

The RSSAC reviewed the draft minutes from the 28 August 2014 teleconference. A vote was not conducted due to a lack of quorum.

> **ACTION ITEM: Carlos Reyes will send the 28 August 2014 minutes to the mailing list for review and with a poll for approval.**

Membership Committee Update

Tripti Sinha provided an update from the Membership Committee. Two statements of interest were received, but the Membership Committee is not ready to make recommendations for Caucus membership.

Operational Procedures Document

Julie Hedlund provided an overview of comments received and edits made to the current draft, including comments from Kevin Jones. More progress was made on the document.

> **ACTION ITEM: Julie Hedlund to create the final draft of the Operational Procedures Document and distribute it to the RSSAC for approval via the mailing list.**

Upcoming Meetings

The RSSAC discussed its schedule of upcoming meetings, including ICANN 51.

> **ACTION ITEM: Carlos Reyes to distribute the draft ICANN 51 meeting schedule to the mailing list.**

Any Other Business

Lars-Johan Liman raised the issue of the availability of two slots for RSSAC members to participate in the ICANN Leadership Training Program. RSSAC members interested in

participating in the ICANN Leadership Training Program are encouraged to contact Lars-Johan Liman.

> **ACTION ITEM: RSSAC members interested in participating in the ICANN Leadership Training Program will contact Lars-Johan Liman.**

Adjournment
The RSSAC concluded its meeting without objections at 15:30 UTC.