MINUTES OF THE ONLINE MEETING OF THE EXECUTIVE COMMITTEE OF AFRICA TOP LEVEL DOMAINS ORGANISATION
DATE: 24th July 2024
TIME:13 UTC

S/N	NAME	E-MAIL	WHATSAPP NO
1	**Eyitayo Iyortim EI**	president@aftld.org	+2348037043577
2	**Idrissa Sarr IS**	vp@aftld.org	+221776268231
3	**Joel Karubiu JK**	treasurer@aftld.org	+254722869879
4	**Grace Ingabire GI**	grace.i@ricta.org.ng	+250788424148
5	**Deogratius Tonouhewa DT**	deogratius.tonouhewa@jenysas.bj	+22997646172
6	**Molupe Molupe MM**	mmolupe@lca.org.ls	+26658850025
7	**Molehe Wesi MW**	ceo@zadna.org.za	+27608527561
8	**Barrack Otieno BO**	barrack@aftld.org	+254721325277

AGENDA

1.0 Call to Order/ Opening Prayers

2.0 Review and adoption of the agenda

3.0 Opening remarks by President

4.0 Minutes of the previous meeting of June 20th 2024

4.1 Reading/Amendments/Observations/Adoption

4.2 Matters Arising from the Minutes of the last meeting.

4.2.1 Update on engagement with ICANN

4.2.2 Report from CDA Training in Nairobi

4.2.3 Update from AF Stars meeting

4.2.4 Update on AFTLD Company legal status

4.2.5 Update on Project Planning and Management

5.0 Business of the Day

5.1 Strategic plan review and update

6.0 AOB

7.0 Closing remarks

8.0 Adjournment/Closing Prayers

DELIBERATIONS/DECISIONS

S/No	Details	Action	Responsible party	Due Date
1.0	EI called the meeting to order Members were of the opinion that the call to order was sufficient. A minute of silence could be observed in place of prayer.	EI	EI	
2.0	EI requested the Secretariat to display and read out the agenda. She thereafter requested a proposer and a seconder	EI	JK GI	
3.0	In her opening remarks the Chair EI invited the EXCOM to contribute towards enhancing the capacity of the organisation in their respective capacities. Notably, there was a need to support ongoing initiatives such as the CDA and other flagship programs to demonstrate the capacity of the organisation.	EI BO JK		
4.0	**BO** read the minutes of the previous meeting. The minutes were proposed and seconded by DT and GI as a true reflection of the previous meetings proceedings. **BO** gave an update that the subcommittee comprising **EI**, **DT** and **BO** had met as agreed in the last EXCOM meeting. The sub committee considered all the working groups as presented to the EXCOM and sought to understand why they were established in the first place. **DT** proposed that the team reviews the AFTLD Strategic plan to ensure that the working groups align to the Strategic Direction of the organisation after which relevant working groups can be created. The minutes of the previous meeting were adopted as read. **JK** proposed that the minutes be adopted while **GI** seconded the same.	BO DT GI		

S/No	Details		Action	Responsible party	Due Date
		Update on engagement with ICANN.			
	4.2.6	EI gave an update on the meetings held with ICANN to deliberate on CDA and the follow up meeting with the Public Responsibility Director Mariana which took place in the United States in which AFTLD was encouraged to take charge of the CDA project. Discussions also touched on the next steps after the current project and the need for AFTLD to demonstrate the capacity to undertake the project.			
		Report from CDA Training in Nairobi:			
	4.2.7	**EI** asked **BO** to invite the Project Coordinator Stacy to give an update on the CDA project. EXCOM was updated on the current status of the project through the project dashboard with specific emphasis on objectives and indicators that had been met to date.			
	4.2.8	**Update from AF Stars meeting: EI** shared an update on the ongoing preparations for the Africa Internet Summit to be held in Mauritius. AFTLD has			

S/No	Details	Action	Responsible party	Due Date
	been invited to participate in the AF* panel **Update on AFTLD Company legal status:** 4.2.9 **EI** gave an update about Compliance of AFTLD and indicated that while in Nairobi, a process had commenced that would ensure that the status of the Company at the Company Registry is current. Lawmark Partners had been engaged and JK and BO were following up and providing all the documents needed to ensure that the process was completed. Part of the process will entail reaching out to the old Directors.			
5.0	**8.1 Strategic Plan Review and update** **EI** invited **BO** to make a presentation on the AFTLD Strategic Plan which had been circulated to EXCOM members. At the request of **JK**, **BO** provided a background on development of the Strategic plan which had to be reviewed and extended to 2025 due to the COVID pandemic. **EI** invited EXCOM members to share their proposals on the working groups that AFTLD should have in light of contents of the Strategic plan:	EI BO DT		

S/No	Details	Action	Responsible party	Due Date
	DT proposed fewer working groups for efficiency and effectiveness. He proposed 5 major working groups that EXCOM can settle on 1. Research and Development 2. Marketing and Communication working group 3. Capacity Building to coordinate training programs 4. Fundraising and Partnerships to support in resource mobilisation 5. Legal and Policy to provide guidance to ccTLDs on legal and policy issues. The Secretariat can focus on the organisations Budget **EI** agreed with **DT** proposals and opened the floor for feedback from the EXCOM **JK** thanked **DT** for the presentation. He highlighted Marketing and Communication and sought to understand whether the targets set needed the enlisting of ccTLDs. He enquired whether the Marketing and Communication Committee would clash with Fundraising and partnerships. The Chair proposed that **JK** sentiments be considered in the Terms Of Rerefence for the various working groups. **JK** also highlighted a potential challenge in the Legal and Policy working group in which it the working group had no jurisdiction in making a decision on behalf of a ccTLD. **EI** proposed that AFTLD assumes thought leadership on such issues.			

S/No	Details	Action	Responsible party	Due Date
	JK also noted scenarios in which projects under the Research and Development working group have been hijacked by partners and sponsors. **BO** highlighted the fact that some partners have overstepped their mandate. **EI** indicated that there was a need to increase the Capacity of the organisation. **JK** indicated that we need to demonstrate that we can deliver. **EI** proposed that the proposals be tabulated after which terms of reference would be developed for each of the working groups for ratification by the EXCOM. EI proposed that this be done on email			
6.0	**AOB** **BO** and **IS** briefed the EXCOM about the meeting with the AFRALTI CEO and discussions on a possible MOU between AFTLD and AFRALTI focusing on Capacity building.			
7.0	**Closing Remarks** **EI** thanked EXCOM members for availing themselves despite the extended time for the meeting.			