

MINUTES OF THE 4th BOARD MEETING HELD ON 4th FEBRUARY 2003 IN THE BOARDROOM OF COMMUNICATIONS COMMISSION OF KENYA, LONGONOT PLACE 5TH FLOOR, KIJABE STREET, NAIROBI

PRESENT:

Mr. Richard Bell	Chairman
Mr. Victor Kyalo	KENET Representative
Mr. Michael Katundu	Administrative Manager of KENIC
Dr Wilson Sitonik	Directorate of IT Services
Mr. Francis Wangusi	CCK Alternate Director
Ms Lucy Kinyanjui	KIS Representative
Mrs. Mercy Wanjau	Secretary

ABSENT WITH APOLOGIES

Alex Maina	NTF e-com Representative
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On realization of the quorum, the chairman called the meeting to order at 9.45 a.m.

MINUTE NO. 32/4/2003 - NOTICE OF MEETING

Notice of the meeting was taken as read.

MINUTE NO. 33/4/2003 - AGENDA

The Agenda was adopted as circulated.

MINUTE NO. 34/4/2003 - ELECTION OF OFFICE-BEARERS

In order for the board to conduct elections, the current Chairman tendered his resignation and handed over to the Secretary to conduct the elections. The Secretary noted that the membership of the Directorate of IT Services and NTF e-com was still provisional, as a formal acceptance had not yet been received. It was however indicated that they could participate in the

elections, pending formalisation of their provisional membership. The meeting was informed that no proxies had been received in accordance with Article 14 of KENIC's Articles of Association. The meeting's attention was also drawn to pertinent extracts of KENIC's constitution on the elections.

Upon request by the Secretary for expression of interest or proposals for office barers for the offices of Chairman, Vice-Chairman and Treasurer of Kenic, single proposals were made and seconded. The outcome of the elections was as follows:

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|------------------|---------|
| 1) Chairman | -TESPOK |
| 2) Vice-Chairman | - KENET |
| 3) Treasurer | - CCK |

MINUTE NO.35/4/2003 - CONFIRMATION OF MINUTES OF THE3RD BOARD MEETING HELD ON JANUARY 23, 2003

The minutes were confirmed a true record of the deliberations.

MINUTE NO. 36/4/2003 – MATTERS ARISING FROM THE MINUTES

1) MINUTE 25/3/2003 – WELCOMING OF NEW MEMBERS

The meeting noted that although notice of the meeting had been sent to all members, NTF e-com was neither represented nor had it furnished the secretariat with a formal acceptance to the invitation for membership of KENIC. The Chairman indicated that the chairman of NTF e-com , Hon. Najib Balala had indicated that he would be resigning due to the pressure of new responsibilities. The Chairman informed the meeting that he would liase with the NTF e-com Chairman to facilitate the way forward.

The Director of IT Services also undertook to furnish the Secretariat with a formal acceptance to KENIC membership by the next meeting.

2) MINUTE 26/3/2003 – MESSAGE FROM THE CHAIRMAN

The Chairman recapped the contents of this minute for the benefit of members who were not present in the previous meeting. He indicated the importance of all the Board Members to attend meetings as this was the only way the members of KENIC membership could influence development of the ccTLD on the way forward.

The Chairman also proposed that in order to harmonize registration of domain names from the government ministries, the Department of IT Services could serve as a point of liaison. The meeting also noted that there was need for expeditious facilitation on the part of the Directorate to ensure that KENIC was able to achieve its purpose. The Director of IT Services undertook to expedite the clearance of applications for onward transmission to KENIC. The meeting also recommended that the Directorate set out the conditions to be met by a prospective applicant to be used for information at the KENIC offices in response to queries.

3) MINUTE 18/2/2003 – INVITATION OF NEW MEMBERS TO KENIC

The meeting was informed that Telkom Kenya had not been informed about the status of its application to join KENIC. In view of the existence of several Public Network Operators, members were requested to think over the modalities of inclusion of membership from the Operators preparatory to a substantive discussion on this matter in the next meeting.

MINUTE 37/4/2003 - ANY OTHER BUSINESS

(a) FULL TIME ADMINISTRATIVE MANAGER FOR KENIC

The Chairman noted that there was need for a full time Administrative Manager for KENIC and proposed that this matter be discussed substantively in the next meeting. In the meantime, the Administrative Manager, the Vice-Chairman and Mr Brian Longwe shall formulate the job description for use in an advertisement. They can co-opt other individuals/organizations who they deem to be resourceful for this task.

(b) CONSENSUS

The meeting noted that there was need for a consensus on Board decisions as much as possible in view of the common goals that all the stakeholders in KENIC were out to achieve. The exercise of consensus-building will also set up KENIC on a firm foundation, and inspire confidence in the Internet Community and users.

(c) MEMORANDUM AND ARTICLES OF ASSOCIATION OF KENIC

The Secretariat was requested to avail copies of the KENIC constitution to the membership for information. The meeting also requested that the same document be posted on the KENIC website.

(d) DFID

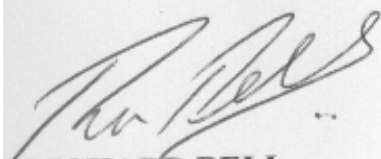
The Chairman informed the meeting that he had received a letter from DFID indicating that as a result of a review to the funding strategy of the British government to Kenya, projects would receive any funding for the time being. In the circumstances, he noted that funding was unlikely to come through from this source.

(e) EAIF BALANCE

The meeting noted the need to urgently reconcile the amount of money due from the Commission to EAIF so that it could be paid into the KENIC Account.

There being no other business, the meeting ended at 11.20 am. The next meeting will be held on March 4, 2003 at 9.30am at the same venue.

Confirmed on this.....^{AH}.....day of.....^{March}.....2003



**RICHARD BELL
CHAIRMAN**



**MERCY WANJAU
SECRETARY**