

**MINUTES OF THE 32ND KENIC BOARD MEETING HELD ON 24TH
JULY 2009 AT 8.30 A.M. IN THE BOARD ROOM OF THE
COMMUNICATIONS COMMISSION OF KENYA**

PRESENT

Mr. Anthony Mugambi (Chairman)
Mr. Michael Katundu
Mr. Moses Kemibaro
Mr. Ali Hussein
Mr. Sammy Buruchara
Mr. Josphat Karanja
Mr. Vincent Ngundi (Administrative Manager)
Mrs. Lucky Waindi-Kulecho (Secretary)

ABSENT WITH APOLOGIES

Mr. Charles Njoroge
Mr. Charles Nduati
Ms. Alice Munyua

The chairman called the meeting to order at 8.40a.m. on the realization of quorum.

MINUTE 278/32/2009 NOTICE OF MEETING

Notice of the meeting was taken as read.

MINUTE 279/32/2009 AGENDA

The proposed agenda was reordered to have the confirmation of Minutes of the 27th, 28th, 29th, 30th and 31st Board meetings come immediately before AOB.

The proposed agenda was adopted as amended.

**MINUTE 280/32/2009 REVIEW OF KENIC AGM AND PROGRES
REPORT ON LICENSING OF
ADMINISTRATION OF SUB DOMAINS**

The Company Secretary presented Board Paper No. 130 in this regard.

The Board noted the incorporation of KENIC's subsidiary, the Joint Internet Names Ltd. (JINA), to administer sub domains and the on going efforts to obtain requisite licenses from CCK for JINA.

MINUTE 281/32/2009 PROGRESS REPORT ON PROJECTS

The Administrative Manager presented Board paper No.131, giving a status report on the dot KE market strategy; the automated online dot KE system; and the 2010 ICANN hosting.

Members emphasized the need to educate the media on the forthcoming ICANN Public meetings to be hosted in Kenya, so as to avoid negative media publicity on the event. The need to ensure proper planning of the event and confirm budgetary support by different sponsors in good time was also noted. The Board also requested for regular updates on the work of the National Steering Committee on ICANN hosting.

MINUTE 282/32/2009 APPROVAL OF THE MINUTES OF THE 5TH BOARD FINANCE COMMITTEE MEETING

Mr. Buruchara presented the Minutes of the 5th Board Finance Committee Meeting. The Board pointed out that as part of tenders for software service provision, the Management should always request for the estimated cost of annual maintenance, to avoid future exploitation. In this regard, Management was tasked to pursue the possibility of having a reduction of the maintenance fees in respect of the accounting package.

After due deliberation, the Board approved the Minutes of the Board Finance Committee held on 10th July 2009.

MINUTE 283/32/2009 CONFIRMATION OF MINUTES OF THE 27TH, 28TH, 29TH, 30TH AND 31ST BOARD MEETINGS

The Minutes of the 27th, 28th, 29th, 30th and 31st Full Board meetings were confirmed and adopted as a true record of the deliberations.

MINUTE 284/32/2009 MATTERS ARISING FROM MINUTES OF THE 27TH, 28TH, 29TH, 30TH AND 31ST BOARD MEETINGS

Minute 243/27/2008-Report of KENIC Finance Committee

The Board noted the need to spread KENIC's investments and in this regard tasked the Finance Committee to consider and propose to the Board the best way to invest Kshs.2 million proposed to be invested in October 2009.

Minute 249/27/2008-Vetting of Domain Names (ac.ke, sc.ke)

The Management was advised to liaise with KENET for data on higher education and tertiary institutions. The Marketing Committee was tasked to develop a policy on second level domains and advise the Board on innovative development of such domains. The following Board members were nominated to serve in addition to members of the Committee: Mr. Mugambi, Mr. Buruchara, Mr. Katundu and Prof. Kashorda/ Mr. Karanja (KENET).

Minute 250/27/2008 Administrative Matters

The Administrative Manager informed the Board that an office assistant had been engaged to serve KENIC on an annual contract.

Minute 255/28/2009 Review of Board Membership

The Secretary was asked to prepare a substantial paper in this regard, to be discussed at the next Board meeting.

Minute 273/31/2009 Interviews for position of KENIC Systems Engineer

It was noted that Mr. Museeh was serving well in the Systems Engineer position and was due for confirmation at the end of October 2009.

Minute 275/31/2009-2008 Unaudited financial statements and 2009 proposed budget

The Board requested the Management to ensure that when preparing quarterly financial reports, comparisons of similar periods in the preceding year are given.

Minute 277/31/2009 AOB

The Board accepted the resignation of Mr. Brain Longwe and requested the Chairman to formally write to Mr. Longwe in this regard.

MINUTE 285/32/2009 ANY OTHER BUSINESS

The Chairperson introduced Board Paper No.132 and informed the Board that the KENIC Administrative Manager had given three (3) months' notice of his resignation. He further proposed the immediate recruitment of a replacement.

After due deliberation, the Board accepted the Administrative Manager's resignation and wished him success in his future endeavours. The Board also made a decision to fill all the technical positions; and underscored the need to train staff in management skills and develop succession plans.

The Board single sourced M/s Manpower Services (K) Ltd. to shortlist candidates to be interviewed by the Board for the position and approved that the post be advertised in one local daily.

The Board also agreed to convene on 10th August 2009 at 8.30a.m to conduct the interviews and discuss reconstitution of the KENIC Board.

There being no other business, the meeting ended at 12.00 noon.

Confirmed on this _____ day of _____ 2009

Anthony Mugambi
Chairman

Lucky Waindi
Secretary