

Meeting	: 4th OB 2024-2025	Next Meeting	: 5th OB 2024-2025
Date	: 4 July 2024, Thur	Date	: 17 August 2024, Sat
Time	: 9.00am – 11.00am	Time	: 2.00pm KL time
Venue	: Kuala Lumpur Convention Centre	Venue	: Zoom
Notes by	: DK		

Office Bearers

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)
	Vice President Zone B	Ar. Saykham Thammanosouth	(ST)
	Vice President Zone C	Ar. Thomas Cheung	(TC)
	Immediate Past President	Ar. Abu Sayeed M Ahmed	(ASA)
	Honorary Secretary	Ar. Dexter Y.P. Koh	(DK)
	Honorary Treasurer	Ar. Ridha Razak	(RR)
	Advisor	Ar. Tan Pei Ing	(TPI)
	Advisor	Ar. Rita Soh	(RS)

Joining via Zoom

Vice President Zone A	Ar. Devendra Nath Gongal	(DNG)
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Attendee by invitation

Forum22 Convenor & SLIA Team	Archt. Russell Dandeniya	(RD)
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Attachments

ATT.1.1	240607 KIRA Letter of Announcement of ACA21 Convenor	
ATT.1.2	240702 KIRA Letter for ACA21 Progress	
ATT.1.3	240702 KIRA ACA21 Progress Report_2024.7.2	
ATT.2	240601 ARC 24-25 Minutes of AAA Taskforce Brainstorm	
ATT.3	240626 ARC 24-25 Proposal for Future of AAA V2	TBRev
ATT.4	240627 ARC-AAA Organising Framework R3	TBRev
ATT.5	240626 AA Report	
ATT.6.1	2024 June TC AEA Report Rev a	
ATT.6.2	00_DONATION AGREEMENT_ (TC) Draft	
ATT.7	240704 SLIA ARCASIA FORUM22 Update	
ATT.8	240702 ARCHIDEX COR ARCASIA Proposal_Asia Young Architects Awards 2025	

MATTERS		ACTION BY:
1.0	Convening of the Fourth OB Meeting	
1.1	Welcome Remarks – ARCASIA President, Ar. Saifuddin Ahmad	INFO
1.1.1	Pres informed that PAM President will be coming into the Meeting at 11.00am when OBCC Meeting convenes as he is at another event.	
1.1.2	Pres called the meeting to order. He remarked that six months of the term have passed by, with a few events being carried out, but as with previous terms the first six months usually involves administrative matters. He was pleased that there were three ARCASIA events being held concurrently in Kuala Lumpur, so it is a good headstart, and hoped for the next six months, there will be more to be done. One of the key areas he wishes to discuss is on Forum22, which he is greatly concerned on, besides the AAA2024 and the upcoming ACA21. He then passed the chair to HonSec	
1.2	Adoption of this Meeting Agenda - Hon Secretary	INFO
1.2.1	HonSec proceeded with the Meeting Agenda and added that he has transferred matters arising from the 3rd OB Meeting.	
1.2.2	Additional matter: Forum22 Presentation by Convenor RD at 10.00-10.30am (see item 6.1)	

MATTERS

ACTION BY:

	1.2.3 Additional matter: Proposal from ARCHIDEX: Interest to Organise Asia Young Architect Awards at ARCHIDEX, which was received this morning, to be deliberated by OBs later. (see item 6.2)	
1.3	Adoption of the Minutes of the 3rd OB 2024-2025 Meeting held in Bangkok on 1 May 2024 - Hon Secretary	INFO
	1.3.1 The Minutes was confirmed as correct records by IPP and seconded by ST.	
2.0	Matters discussed at the 4th OB Meeting	
2.1	ACA21 (2025)	
	<i>from 3rd OB Meeting on 1 May 2024, item 2.1:</i>	
2.1.1	HonSec reported that KIRA sent a letter dated 7 June 2024 from its President announcing the appointment of Ar. Dong Hee OH as the Convenor for ACA21. (ATT.1.1)	INFO
	<p>KIRA emailed on 26 June 2024 listing the PIC:</p> <ul style="list-style-type: none"> • Ar. Donghee OH, ACA 21 Convenor Adviser of KIRA, International Relations Committee, Senior partner, Gansam architects M: +82-10-6236-7163, E: odh803803@naver.com, odh@gansam.com • Ar. Gibson Rhie, Committee Chair of ACA 21 Committee Chair of International Relations Committee, KIRA Partner, Samoo architects M: +82-10-3313-3023, E: Gibson.rhie@gmail.com • Ms. Sojeong Kwon Team leader of International Relations Committee, KIRA. M: +82-10-2532-0801 E: kirasecretary@gmail.com 	
2.1.2	<p>VPC emailed the following to KIRA on 8 May, requesting interim submissions & presentations to ARCASIA Office Bearers (OB) & Council before the event:</p> <ol style="list-style-type: none"> 1. Since KIRA need to present progress of ACA 21 preparation in Council Meeting during Forum22, KIRA to prepare draft presentation not later than mid-June 2024 to OB for discussion in next OB meeting in early July 2024. KIRA may also be invited to join the OB meeting online subject to prior notification. 2. The draft presentation in June 2024 shall cover but not limited to the following information: <ol style="list-style-type: none"> a. Proposed Convenor & Committee Members of Congress and AAA; b. Proposed Dates and Itinerary; c. Proposed Venue for Meeting, Congress, Hotel Accommodation, F&B, Excursion, etc. for ACA 21; d. Proposed arrangements for AAA Award; e. Proposed arrangements for Student Jamboree; f. Proposed Speakers for the Congress; g. Proposed Transportation Arrangements; h. Visa Arrangements; i. The Estimated Cost & Participation Fees of different categories such as early bird, student members, young members, complimentary provisions for Official Delegates, etc. j. Sponsorship arrangements, if any. 	INFO

MATTERS

ACTION BY:

<p>3.As procedure, the host institute shall invite OB to visit ACA venue as early as possible after the Forum and as discussed with KIRA team in BKK, early 2025 after the winter time shall be the suitable time to visit. In view of the festivals in some of our members countries, Ramadan in 2025 will be from Feb 28 to March 29 and Easter Holiday will be from April 18 to April 20, 2025. Therefore VPC discussed with Pres Saifuddin and <u>proposed the Pilot Tour to ACA 21 Venue on April 11 – 13, 2025.</u> KIRA to consider and review if it is feasible.</p>	
<p>2.1.3 KIRA submitted ACA21 Progress Report to HonSec on 3 July (ATT.1.2 & ATT.1.3). VPC commented that so far the order of the programmes follow the prescribed format. President also commented that due to currency depreciation against the USD (with the exception of Singapore) the entry fees seems to be high and this applies to both Forum22 and the ACA21. IPP commented that Convenor has not been appointed; HonSec clarified that KIRA had sent letter announcing Convenor in ATT.1.1. However AAA2025 Convenor has not been appointed.</p>	INFO
<p>2.1.4 OB decided that a separate Zoom meeting be arranged with KIRA soonest, to present the report and for OBs to comment. Although ACA21 is less urgent, it needs to be presented to Council in September. HonSec to set a date.</p>	HonSec to set date
<p>2.2 Taskforce on future of AAA Award</p> <p><i>from 3rd OB Meeting on 1 May 2024, item 2.2:</i></p>	
<p>2.2.1 To move forward, the Task Force will need submit a proposal by Sept to present to Council, which includes separating the AAA from Congress/Forum. Pres suggested OBs as the Task Force. The 2 issues – whether if Council agrees to this proposal; and if not, the organising of the next AAA will be undertaken by KIRA. TPI added if another institute assumes the administration of the platform (developed by Flava & owned by ARCASIA) they will need to provide the proposed administrative cost to ARCASIA OB for approval.</p>	INFO
<p>2.2.2 HonSec reported that the Task Force Brainstorm Session was held via Zoom on 1 June 2024, attended by Pres, IPP, Adv RS, Adv TPI with HonSec in attendance. The Minutes of the Discussion are in (ATT.2)</p>	INFO
<p>2.2.3 Following the above Brainstorm Session, HonSec drafted and presented the following for deliberation in this meeting:</p> <ul style="list-style-type: none"> - Proposal for Future of AAA V2 (ATT.3) & - AAA Organising Framework R3 (ATT.4) 	INFO
<p>2.2.4 TPI commented that the Proposal must be made more comprehensive as many in Council may not be aware of the background. RS suggested to add the Handbook document of AAA as attachment. TPI commented that 2.1 should elucidate the current structure first, followed by the new proposal. Proposal to be revised and presented at next OB Meeting.</p>	HonSec
<p>2.2.5 Commentary on AAA2024:</p> <ul style="list-style-type: none"> - On a related matter of AAA2024, Pres remarked that the Convenor is not doing a good job. HonSec also responded that he has been inundated with emails from the awards secretariat requesting for advice and direction on matters which should be dealt with by the Convenor. Pres proposed that good Convenors must be appointed in future. TPI informed that in the past this had happened before as they were not familiar with the guidelines so everytime they have doubts they seek clarification from OBs to guide them. Pres responded the reason ASC was given the task was because they were familiar with the process. RS added that she received information that the previous ASC/TJU team handling the awards are no longer in the picture. 	INFO

MATTERS

ACTION BY:

- RS also remarked that she tried to submit on the portal and found it to be very complicated and it needs to be reviewed; it took her 2 days to complete the process. Pres responded it's a separate issue and will need to be looked into after Council decides on the Proposal. The portal was developed during RS term with Flava (Singapore). RS says she will speak to the team as the system seems outdated and slow and will discourage participation. Pres decided that RS to follow up with Flava after Council meeting in September.
- HonTre enquired whether the PayPal payment system will be maintained with the new Proposal to which HonSec responded in the affirmative. RS commented that previously some countries were unable to use the PayPal. HonSec responded that this cycle, only one entrant from India complained they could not use the PayPal and asked to pay via IIA. It was later discovered that there were many other entries from India successfully using PayPal to make payments, and that the one entrant did not want to register a PayPal account.

RS

INFO

2.3 Membership

from 3rd OB Meeting on 1 May 2024, item 2.3:

2.3.1 New Members shall be given Observer Status for two years. After successful completion of observer status, the Council will decide upon the membership status of the new NI. [Needs to be updated in the ARCASIA By-laws section 2.0]

- i. OBCC will report at next Council Meeting that the status quo to be maintained in order to be inclusive, and that many changes will need to be made to the Constitution should the decision at the last Council Meeting be upheld.

INFO - report at next Council Meeting only

2.3.2 AAM (Maldives) & AAK (Architects Association of Khmer fka CIA/AAC) membership discussion

- i. HonSec reported that a follow-up email was sent on 24 April with new AAM-Maldives President Ali Shareef, followed by a reminder email on 21 June.
- ii. HonSec reported that an email to AAK was sent on 27 June 2024 with documents and received response on same date, that AAK is preparing the documents for submission.
- iii. Pres informed that the Cambodian institute is in the midst of re-registering their organisation and will be known as 'AAK' – Architects Association of Khmer.

Pending AAM-M submission

Pending AAK submission

INFO

2.3.3 AMA Membership fee waiver and status quo

- i. Pres informed that all association in Myanmar are not legally functioning, but AMA members are participating individually. TPI informed that she met the UnderSecretary to the Myanmar Minister yesterday who responded that the new Architect Council has been set up. Pres further responded that this was on the government's side, but where the associations are concerned they rather stay silent.

INFO

The meeting decided that this matter be brought to Council for deliberation and decision. When HonTre presents the list of Institutes, the situation of AMA to be relayed to Council for a resolution, whether to waive fees of the past 3 years or to accumulate the arrears.

To report at next Council Mtg

2.3.4 Lack of communication channel with **KAU** (North Korea)

- i. HonTre checked past records and confirmed that KAU had not paid 2023's subscription.

INFO

MATTERS	ACTION BY:
ii. RS reported she has yet to contact the North Korean Embassy in Singapore/Consul Ri and will do so when she returns to Singapore.	RS
2.4 UIA - Collaborations	
<i>from 3rd OB Meeting on 1 May 2024, item 2.4:</i>	
2.4.1 Pres referred to slide 18, Opportunities For Collaboration: <ul style="list-style-type: none"> • Political Level • Thematic Area 1: Education • Thematic Area 2: Professional Practice • Thematic Area 3: Sustainability 	INFO
2.4.2 HonSec reported that an email was sent to UIA on 10 May 2024 indicating that Sustainability was selected, leveraging on SDG17.	INFO
2.5 Updating of ARCASIA Handbook: the outcome will be discussed in the next Council Meeting.	
<i>from 3rd OB Meeting on 1 May 2024, item 2.5:</i>	
2.5.1 TPI will send to HonSec the final version file, but will omit TOY as it has yet to be approved by Council (JVM is working on TOY & Students' Design Competition documents)	TPI
2.5.2 TPI reminded HonSec on linking of the documents; to have the sections to be in folders individually accessible and amended, instead of a single continuous document. HonSec responded that the PDF binder can be set with separate folders for ease of searching in a single document.	TPI/HonSec
2.6 Architecture Asia Magazine Update	
<i>from 3rd OB Meeting on 1 May 2024, item 2.6:</i>	
2.6.1 The Publishing Agreement for the publication and supply of 'Architecture Asia Magazine' and its advertising sales, made on 1 June 2020 between ARCASIA, ASC & TJU, for a period of 5 years, with annual review.	INFO
2.6.2 RS & TPI reminded since the contract expires in 2025, there need to be planning ahead ie issuance of RFP for the next 5 year period. It was proposed to bring the matter to Council; whether to issue RFQ or to negotiate with TJU for the continuation of the publishing agreement.	INFO
2.6.3 IPP & RS requested that TJU to issue a comprehensive report on the AA publication incl print run/reach etc for OBs to review.	INFO
2.6.4 HonSec reported that an email was sent to AA Publication team on 24 May 2024, requesting for a comprehensive report on the AA publication from 2020-current, followed up via emails on 18 & 26 June 2024. Publication team submitted the report on 27 June 2024: 240626 AA Report (ATT.5)	INFO
2.6.5 RS commented that the report showed the 25 Advisory Board Members, but it appears that they may not have been consulted or there were any engagements with them. IPP commented there were no publications in 2023 despite showing magazine covers. TPI suggested that OBs review the report, and a Zoom meeting be held with ASC/AA Editorial Team for them to present the report, their current position and problems they may be facing etc, and OBs to comment. From the meeting, OBs can decide whether the report is sufficient to be presented at Council Meeting, and OBs to make recommendation to Council on the way forward, whether to continue with ASC for another tenure or to tender out to other member institutes. RS to provide copy of the original tender/call for submissions made in 2019. HonSec to set a date for the Zoom Meeting with ASC/AA Editorial Team.	RS to provide HonSec to set date

MATTERS

ACTION BY:

3.0 Treasury/Finance Matters

from 3rd OB Meeting on 1 May 2024, item 3.2:

3.1 Status of DBS registration of President and Treasurer

3.1.1 - HonTre reported that all the documents required by the bank has been provided and he is now able to access the system, Pres is also able to access once he logs the app onto his phone. INFO

3.1.2 RS requested another set of the documents for her to present to the Company Secretary for records. HonTre

3.2 Signatory for audit report 2023

3.2.1 HonTre reported that he has received the report from Nabi and taken over from him, signatures obtained and passed to RS. Once in order he will ask Nabi to email to Company Secretary. INFO

3.2.2 RS reminded that in future the accounts will have to be balanced and audited and verified before sending to the Company Secretary, otherwise it will incur additional task and cost of re-auditing INFO

3.2.3 HonTre added he has done a checklist of documents ascertaining the signatories to sign on relevant documents for ease of future handovers. INFO

3.3 Signatory for changing of Company Secretary

3.3.1 HonTre reported that this has already been executed at the last Meeting in BKK and emailed to Company Secretary on 21 May. INFO

3.4 Subscription of members

3.4.1 HonTre reported that 4 members have not paid their subscriptions in 2023: AMA, KAU, BIA & UMA (2021). INFO

3.4.2 For 2024, HonTre issued invoices on 5 May and presented 2024 Member Subscription listing, 9 have paid: AAM, IIA, KIRA, PAM, PUJA(B), SONA, UAP, JIA & UMA (paid USD2,500 – included arrears). SIA sent notification of payment but not shown in system. HonTre hoped VPA can speak to BIA on the subscription matter, to which VPA replied in the affirmative. VPA-BIA

3.4.3 TPI reminded that when SONA joined ARCASIA it was given a special rate of USD200, however SONA has since grown. VPA reported that he spoke to SONA President who responded they were reluctant to pay more as their income was only from membership fees; VPA suggested this matter be raised at the Council Meeting. HonTre suggested Pres/Adv can also speak to SONA to negotiate it diplomatically. Pres/Adv to speak to SONA/ To bring matter to Council

3.5 Finance/Treasury Matters for reporting at 4th OB Meeting

3.5.1 Outstanding payment batch 2 approvals INFO

HonTre presented the payments for approval and provided the total value in USD5,776. There were no objections and the payments were approved by the meeting.

3.5.2 AAA payment tracking – PayPal/AAA2024 INFO

HonTre reported that he is unable to track the latest amount as he needs the code from HongSwee, however it is currently around USD29k. One payment has been refunded via PayPal (double-payment). Another payment for entry

MATTERS

ACTION BY:

	<p>made to IIA who will need to transfer the amount to ARCASIA account – HonTre to remind them to transfer. For future AAA cycles, entrants to be reminded to open a PayPal account to facilitate transfer</p>	<p>AAA2025</p>
<p>4.0 OB Meetings 1st - 24 Feb 2024, Kandalama + Zoom 2nd - 16 Mar 2024, Zoom (OB + FORUM22/SLIA Team) 3rd - 1 May 2024, Bangkok 4th - 4 Jul 2024, Kuala Lumpur 5th - 17 Aug 2024, Zoom (Meeting before Forum) 6th - 24 Sep 2024, ARCASIA Forum, Kandalama 7th - 21 Dec 2024</p>	<p>Other Probable Dates in 2025 <i>(Hosts to indicate venue/city and probable dates so that it can be aligned with ARCASIA calendar)</i></p> <ul style="list-style-type: none"> i. Pilot Tour Incheon - 11 April (after Ramadan, before Easter) ii. ASC hosting in Beijing - end April or mid-May iii. IAP proposes to host - next year, date and venue tbc. VPA to check with IAP iv. IIA proposes to host - Nov 2024 VPA to check with IIA <i>(v. BIA inability to host)</i> 	<p><i>Attendees</i></p>
<p>5.0 Other Matters from 3rd OB Meeting on 1 May 2024, item 6.0:</p>		
<p>5.1 SLIA International Research Conference, Colombo</p>	<ul style="list-style-type: none"> - Request for support from ARCASIA received, approved by OBs - Secretariat circulated via email to Member Institutes on 16 May 2024 	<p>INFO</p>
<p>5.2 AEA</p>	<ul style="list-style-type: none"> - VPC submitted documents: (ATT.6.1 & ATT.6.2) - VPC reported that in 2019 Council Meeting in Dhaka the MOU with ADPC was agreed to be renewed but due to pandemic it was not executed, VPC requested confirmation from OBs for MOU to proceed now. - It was agreed that VPC to bring the MOU renewal matter to Council for approval since it has lapsed. - As for the seeding fund from ChinaChem, the agreement will be signed soon. There are plans for annual travelling scholarships, annual AEA Training, Students and Young Architects Design Competition (every even year) and the Build Back Better (BBB) Award (every odd-year) – these will be informed in detail to OBs. - RS remarked AEA was created as a separate entity to do emergency work but was hampered by registration of persons and funding, and wondered what will be done moving ahead. There are some relief work needed to be done/involved but not able to be undertaken so the critical part is to have a database of persons able to do relief effort, and whether AEA can work with ADPC to train members before sending them. But the proposals seem to concentrate on competitions. - VPC explained AEA will complete Zone C basic training, followed by Professional Training will be held with AEA certification programme, to have a pool of persons able to perform relief work. As for the travelling awards, it is for students to learn the concept of resilient design as emergency architect. - RS noted VPC clarification but cautioned on risks of sending participants especially liability on part of AEA, noting a previous incident of a travelling scholarship. VPC responded that visits to disaster/post-disaster areas would be under organisations like Red Cross. RS suggested these clarifications from VPC be incorporated in the report for clarity. - RS further suggested that since AEA’s role crosses over ACP, ACS, ACAE etc, the various other Committees should be involved to have better buy-in. HonTre suggested the Business Plan be expanded to include the Committees for greater participation, coordination and reduce overlaps. Also need P&L, core income to 	<p>INFO INFO VPC - bring to Council INFO INFO INFO INFO VPC</p>

MATTERS

ACTION BY:

sustain. The main crux to be tabled to Council, while the operational aspect can be decided by OBs.

6.0 Other Matters Discussed

6.1 Forum22 Presentation by Convenor RD at 10.00-10.30am

- 6.1.1 RD presented Report & Update on Status on Forum22 to the meeting (ATT.7)
- *There will be the following exhibitions: AAA2024, ACGSA ACSR & ACYA + sponsor stalls.*
 - *The Fellowship Dinner (Day 2) & Welcome Dinner (Day 3) switched, as most speakers arriving on Day 3.*
 - *AAA Dinner at Sigiriya Park, approval obtained from respective authorities.*
 - *Forum Day 2 will have addition of National Investor Forum with President of Sri Lanka in attendance.*
 - *Payment Breakdown: USD1500/person and USD1950 on sharing basis.*
 - *Zoom Meeting held with Zone VPs on 11 June for their engagement with member institute Presidents*
 - *First Day Cover & Stamp issue to commemorate Forum22*
 - *SLTDA organising National Investor Forum & also as Forum sponsor*
 - *Special online payment for IAB members due to remittance limit of USD290*
 - *Meeting with Airport Aviation, exclusive immigration counter and separate seating lounge for delegates*
 - *Sponsor Multitac SLR3.5M + 1 no. 50 seater bus + 2 nos. Benz vehicles*
 - *Aitken Spence as Travel Partner*
 - *Funtime Pte Ltd as Event Management*
 - *58 registrations fully paid, 147 profiles created pending payment*
 - *Web portal has gone live, with all information and details*
 - *SLR20M deficit currently, discussion with potential sponsors progressing*
 - *Smaller-amount sponsorship packages have been prepared, from USD34k for highest (Platinum) with mileage*
- 6.1.2 Comments by Pres/OBs:
- *On the positive side, Pres is happy that the arrival/departure issues has been resolved with local immigration.*
 - *The original sponsorship scale was too high and with the revision it will be easier to obtain more sponsorships*
 - *It is not obligation of member institutes to obtain sponsorship for host, but they can assist in whatever way they are able to. Some companies unable to sponsors it is beyond their zone of jurisdiction.*
 - *Pres received letter from SLIA President requesting for portion of proceeds from AAA2024, however in this cycle the arrangement is different due to circumstances.*
 - *The commitment of hosting is by the institute, notwithstanding there were some promises by other institutes to assist with sponsorship*
 - *Pres noted the Sigiriya venue, while being unique, will entail additional costs to SLIA and it would be more cost effective to host it a Heritage Kandalama itself, and sought SLIA to consider*
 - *Transportation costs can be misinterpreted i.e. 1 pax @t USD150 or 2 pax sharing @ USD150. This was also highlighted during the zoom with VPs. Even the sharing costs seems high.*
 - *250 pax attendees is already considered a success in view of the logistics to attend.*
 - *Pres suggest RD to urgently re-connect with the potential sponsors with the revised package, reconsider venue of AAA Awards and relook into Sports Event (albeit under different sponsors, they can be channeled to the Forum)*
 - *TPI enquired on the type of vehicle being used, and to take into consideration some will be travelling in bigger groups so may be able to use bigger capacity vehicles; suggesting costs based on trip ie 6pax sharing a van.*

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ACTION BY:

- RS also raised the option of layover in CMB if delegates arrive late, and the arrangements for delegates if they choose this, to which RD responded that they have earmarked a hotel in CMB and travel transfer will be made from the hotel to Kandalama.
- Pres reminded the organising committee to send out invitation letters to member institutes cc to Zone VPs the updated schedule and give a timeline for them to response, for SLIA team to plan.

6.1.3 After SLIA team left, there were further deliberation on the shortfall of funds. If based on 50% of proceeds of AAA2024, the amount is only around USD15k. Pres is in the view not to provide any additional funding, but for SLIA to work the event around their available budget. HonSec enquired if any previous Congress or Forum have recorded surpluses to which Pres responded that only Jaipur's did as they had a lot of sponsors; the rest were in deficit. The other issue compounding SLIA's lack of sponsorship may be attributed to the political uncertainties in Sri Lanka.

6.2 Proposal from ARCHIDEX: Interest to Organise Asia Young Architect Awards at ARCHIDEX

6.2.1 Pres presented the proposal (ATT.8) and informed that he was approached by ARCHIDEX (PAM+CIS) on this. Due to time constraint this was submitted to OB for deliberation so that it can be brought to Council and implemented next year.

6.2.2 His directive to Dato Vincent was that PAM's approval is required, since the letter was signed by both PAM & CIS Presidents he is of opinion both parties have agreed.

6.2.3 There will be a nomination each from the 22 member institutes, so there will be 22 nominees.

6.2.4 Comments:

- RS is concerned that there might be politics involved when institutes nominate and prefers applicants to submit directly for the awards.
- TPI opined the proposal should come from a member institute, not CIS. Therefore application should come from PAM.
- HonSec informed that he is aware of this proposal as this was discussed at the Convention Committee last week, and yet to be brought to PAM Council. However he clarified that it is not an ARCASIA Award, and ARCHIDEX is requesting ARCASIA support/collaboration. This Awards is organised by ARCHIDEX, to be held annually in Kuala Lumpur and to invite the nominees to attend.
- RS opined that before ARCASIA endorses an awards or competition organised by any party it needs to know the details i.e. eligibility of entrants etc. If ARCASIA is to be involved, it needs to be an open call as there is a perceived conflict when member institutes are required to submit nominations.
- TPI responded that ARCASIA response to the proposal would depend on whether it is a support or collaboration that is sought by ARCHIDEX.
- HonSec opined that 'support' and 'collaboration' has to be defined clearly.
- TPI responded that if 'support', ARCASIA merely supports the event, while if it is a collaboration then ARCASIA is a partner in the event.
- IPP interpreted that if it is 'support' then there should be some form of payment for using ARCASIA logo, and an MOU is to be signed, as they will be using ARCASIA platform; while if it's a collaboration it could be with ACYA to support the event. (?)
- Pres responded and decided that this proposal needs to be clarified with a letter to ARCHIDEX with the following comments:
 - i. whether it is a collaboration with ARCASIA, or just support requested
 - ii. details/criteria/procedures; and
 - iii. need to be an open call rather than nomination

HonSec

MATTERS	ACTION BY:
<p>6.3 HonSec reminded everyone again that for future meetings, all documents/ presentations should be submitted earlier per deadline and not at the last minute, to enable Secretariat to prepare for the meeting efficiently.</p>	All
<p>7.0 Conclusion & Next Meeting</p>	
<p>7.1 Adjournment</p>	
<p>The OB Meeting was adjourned at 11.35am, followed by the OB/CC Meeting thereafter.</p>	
<p>7.2 The next OB Meeting:</p>	
<p>Next Meeting : 5th OB 2024-2025 Date : 17 August 2024, Sat Time : 2.00pm KL time Venue : Zoom</p>	
<p>Ar. DEXTER Y.P. KOH Honorary Secretary 2024-2025</p>	
<p>Post-Meeting Note: A short discussion was held at Novotel on Sat 6 July with RD, Pres, VPC, JVM & HonSec. It was agreed that transportation be provide with just 2 options: i. Single Passenger Car at USD150 return per pax ii. Sharing Basis at USD75 return per pax (maybe any vehicle ie car, van or bus)</p> <p>Organiser to work out mode of transportations for arrival of delegates depending on arrival times. It is acceptable for some to wait for a little while.</p>	