

Meeting	: 1st OB/CC 2024-2025	Next Meeting	:
Date	: 20 January 2024, Sat	Date	:
Time	: 2.00-5.00pm	Time	:
Venue	: PAM Centre, Kuala Lumpur	Venue	:
Notes by	: DK		

**Office Bearers & Committee Chairs**

Office Bearers	President	Ar. Saifuddin Ahmad	(SA)
	Vice President Zone A	Ar. Devendra Nath Gongal	(DNG)
	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)
Committee Chairs	ACAE Chair	Ar. Jonathan V. Manalad	(JVM)
	ACPP Chair	Ar. Zhang Wei	(ZW)
	ACSR Chair	Ar. Farhana Sharmin Emu	(FSE)
	ACGSA Chair	Ar. Alice Leong Pek Lian	(ALPL)
	ACYA Chair	Ar. Denny Setiawan	(DSE)

**Absent with apology**

Fellowship Chair	Ar. Debatosh Sahu	(DSA)
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**Attendee by invitation**

- nil -

**AGENDA**

**ACTION BY:**

<b>1.0</b>	<b>Convening of the First OB/CC Meeting</b>	
1.1	Welcome Remarks - ARCASIA President, Ar. Saifuddin Ahmad	SA
1.2	Welcome Remarks - <i>PAM President, Ar. Abu Zarim bin Abu Bakar</i>	
1.3	Adoption of this Meeting Agenda - Hon Secretary	DK
1.4	Adoption of the Minutes of the 13th OB/CC 2022-2023 Meeting held via zoom on 27 December 2023 - Hon Secretary	DK
<b>2.0</b>	<b>ARCASIA Affairs</b>	
2.1	President's Mission Statement	SA
<b>3.0</b>	<b>Incomplete Tasks as Concluded at the 43rd ARCASIA Council Meeting in Boracay, Philippines</b>	
3.1	To mandate the upcoming OB (2024-2025) under President-elect Saifuddin Bin Ahmed to form a Taskforce to explore the investment opportunities for the ARCASIA Fund/s.	
3.2	Publish the Congress Papers and abstracts as the 'Congress proceedings' under (previous) ACAE Deputy Chair Jonathan Manalad's supervision.	
3.3	For updating ARCASIA Handbook, (proposed by) President Abu, has been given time to December 2023. The outcome will be discussed in the next council.	

## AGENDA

## ACTION BY:

**3.4 Forum22 (2024)**

- 3.4.1 SLIA from Zone A has made an on the floor Bid for the ARCASIA Forum22, to be held on year 2024, which was hugely accepted by the Council members and adopted.
- 3.4.2 President of SLIA shall send a letter to ARCASIA Secretariat within a week detailing out the Forum Venue, Forum Convenor's name and the AAA Award Convenor's name. [Needs follow-up: contacts and info]

**3.5 ACA21 (2025)**

- 3.5.1 KIRA from Zone C has made a bid for the ARCASIA ACA21, to be held on year 2025, which was hugely accepted by the Council members and adopted.
- 3.5.2 President of KIRA shall send a letter to ARCASIA Secretariat within a week detailing out the Congress Venue, Congress Convenor's name and the AAA Award Convenor's name. [Needs follow-up: contacts and info]

**3.6 Taskforce on future of AAA Award**

- 3.6.1 On behalf of the incoming Office Bearers, the President- Elect Saifuddin Ahmad, will appoint a Taskforce in 2024 to undertake a comprehensive proposal on the new entity to be established to undertake the promotion of ARCASIA Architecture Awards, to be presented for Council Approval in the Council Meeting of 2024.
- 3.6.2 In the interim, for the Awards to be held for 2024 where time is the essence, to appoint for a period of 1 year, the previous administrative support team from ASC (who had worked on the administrative support for AAA 2018/2019/2020) to work with the incumbent OB to undertake AAA 2024. [Needs follow up: contacts and info]

**3.7 Membership**

- 3.7.1 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]
- 3.7.2 Membership discussion is in process with AAM-Maldives (Contact person- Zone A VP Ar. Russell Dandeniya from SLIA) and Cambodia Institute of Architects (Contact Person- Ar. Saifuddin Bin Ahmad from PAM)  
[Needs follow-up]
- 3.7.3 AMA Membership fee waiver and status quo [Needs follow-up]
- 3.7.4 Lack of communication channel with KAU (North Korea) [Needs follow-up]

**3.8 ARCASIA Awards**

- 3.8.1 ARCASIA Awards for Architecture Update [Needs contacts and info]
- 3.8.2 Thesis of the Year Update [Guidelines need to be included in the Handbook]

AGENDA	ACTION BY:
<p>3.8.3 ARCASIA Student Design Competition Update [Guidelines need to be included in the Handbook]</p> <p>3.8.4 Ar. Barry Will Award Update [Guidelines need to be included in the Handbook, needs follow up]</p> <p><b>3.9 Outreach and Media</b></p> <p>3.9.1 Architecture Asia Magazine Update [Contacts and info]</p> <p>3.9.2 ARCASIA Website</p> <p>Uploading new design for ARCASIA website under process. To be completed within 8 weeks from the work order. [Contacts and info, Needs follow-up]</p> <p>3.9.3 Update on ARCASIA e-newsletter ARCHive [Needs continuation]</p> <p><b>4.0 Key Timelines for 2024</b> <i>(Meetings held online unless stated otherwise, refer to ARC24-25 Meeting Schedule encls)</i></p> <p><b>4.1 ARCASIA Council Meeting</b> - tentatively 25 September 2024, Kandalama</p> <p><b>4.2 OB/CC Meetings</b> 1<sup>st</sup> – 20 Jan 2024, Kuala Lumpur 2<sup>nd</sup> – 23 Mar 2024 3<sup>rd</sup> – 1 May 2024, Bangkok 4<sup>th</sup> – 24 Aug 2024 <i>(Meeting before Forum)</i> 5<sup>th</sup> – 25 Sep 2024, ARCASIA Forum, Kandalama 6<sup>th</sup> – 21 Dec 2024</p> <p><b>4.3 OB Meetings</b> 1<sup>st</sup> – 24 Feb 2024, Kandalama (only President, VPs &amp; Advisors) 2<sup>nd</sup> – 23 Mar 2024 3<sup>rd</sup> – 1 May 2024, Bangkok 4<sup>th</sup> – 24 Aug 2024 <i>(Meeting before Forum)</i> 5<sup>th</sup> – 25 Sep 2024, ARCASIA Forum, Kandalama 6<sup>th</sup> – 21 Dec 2024</p> <p><b>4.4 CC Meetings</b> 1<sup>st</sup> – 2 March 2024: <i>Chairs to present Proposals &amp; Programmes, incl continuing Programmes for the Term</i> 2<sup>nd</sup> – 25 May 2024 3<sup>rd</sup> – 24 Aug 2024 4<sup>th</sup> – 23 Nov 2024</p> <p><b>4.5 Member Institutes' major events 2024</b> Zone VPs to collate from all respective member institutes their annual major events for Secretariat to compile a master list so as to avoid event clashes</p> <p><b>5.0 Other Matters Arising</b></p>	<p><b>Attendees</b></p> <p><i>All Institute Presidents/ Reps, OB &amp; CC, Institute &amp; Individual Observers Office Bearers &amp; Committee Chairs</i></p> <p><i>Office Bearers</i></p> <p><i>President, HS, HT &amp; Committee Chairs, Fellowship Chair</i></p>

Ar. DEXTER Y.P. KOH  
Honorary Secretary 2024-2025