

MINUTES OF MEETING

4rd OB/CC (2019-20) Meeting

Type of Meeting : OB/CC Meeting

Date : 5 Nov 2019

Time : 9 am

Place : Dhaka

Notes by : CHM

Next Meeting

Date : TBD

Time : TBD

Place : Vientiane

Present

President	Rita Soh (RS)
Vice President Zone A	Lalichan Zacharias (LZ)
Vice President Zone B	Saifuddin Ahmad (SA)
Vice President Zone C	Wu Jiang (WJ)
Hon Secretary	Chan Hui Min (CHM)
Hon Treasurer	Lin Hong Sui (LHS)
Advisor	Tan Pei Ing (TPI)
Chair (ACAE)	Gyanendra Shekhawat (GS)
Chair (ACPP)	Dilip Chatterjee (DC)
Chair (ACSR)	Russell Dandeniya (RD)
Chair (ACGSA)	Acharawan Chutarat (AC)
Chair (ACYA)	Ridha Razak (RR)
Chair (Fellowship)	Qazi Arif (QA)

Absent with apologies

Imm. Past President	Jahangir S.M. Khan (JK)
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By Invitation

<i>Observers</i>	
Tongji University	Zhou Ming Hao (ZMH)

1 MINUTES OF PREVIOUS MEETING

- a. The minutes of the 3rd OB/CC meeting were adopted as proposed by TPI and seconded by LZ

2 ADMINISTRATIVE ISSUES**2.1 Update on permanent establishment**

- a. CHM updated the meeting on the proposal to form a company by guarantee and showed a preview of the paper that was circulated to the Council prior to the council meeting
- b. The OB decided on the following makeup of the board of directors for the new ARCASIA entity.
 - Directors (responsible to ensure proper compliance)
 - Current president of ARCASIA
 - Immediate Past President of ARCASIA
 - Past President of SIA (need to be Singapore resident)
 - Members (Guarantors)
 - Advisor ARCASIA of current term
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 - Corporate Secretary (need to be Singapore resident)
 - Professional Service provider in Singapore

2.2 Treasurer's Update

- a. The following items were approved to be included in the budget proposal for 2020 for Council consideration:
 - Collar Pins
 - Past-president's Medallions
 - Translation fee for Lawyer of Japan incident
 - 50th anniversary editor/book
 - Website revamp
 - Administrative and miscellaneous expenses
 - Setup fee for Permanent entity
 - Registration of ARCASIA Trademark

2.3 Website

- a. The objectives of the website update for consideration by the Council:
 - Update to latest technology
 - Opportunity to for milestone stock-take and organisation of archival information
 - Better committee page access and engagement
 - Linked to separate centralised and persistent AAA submission, payment and archival portal
- b. A checklist shall be prepared by the committee chairs for uploading materials to keep the archive up-to-date.

2.4 Architecture Asia Magazine

- a. ASC has made a proposal to take up the role of the publisher. This proposal shall be presented during the council meeting.

2.5 ARCASIA e-newsletter

- a. The OB decided that the current committee newsletters should remain independent to allow for more timely authoring the distribution.
- b. There will not be a consolidated newsletter from ARCASIA.

2.6 ARCASIA History Book

- a. 50th Anniversary book shall be positioned as a record of past recollections, not a factual historical account. The book shall be launched in Dhaka as an e-book. It may be printed next year.
- b. The history book is a factual account of ARCASIA events and happenings during each term.

2.7 New Advisor

- a. RS informed the meeting that KC Yi (KIRA) has agreed to be the new advisor for 2019-2020.

2.8 ARCASIA Award for Architecture

- a. RS highlighted that the standard for awards organisation should not vary from year to year. Some of the processes need to be revised to address current challenges
- Entries are difficult to validate with current process. Projects entered into inappropriate categories
 - Difficulty for member institutes to provide endorsement for every single entry
 - New categories of buildings to be included – integrated development / mixed-use
 - Sustainability and Socially Responsible design categories to be made special awards. The Judges will shortlist the projects from all categories to make the special awards. OB made agreed that Sustainability and Socially responsible design are horizontals that should span across all categories.
 - Submission format and criteria should be refined to enable digitisation.
 - Guiding notes and questions should be included to help applicants explain the project better.
 - Architectural firms should be eligible applicants, not just architects.
 - Onsite validation shall be optional, activated by Judge's request.
 - Council should be requested to give a mandate for OB to make the necessary revisions.
 - Application fees shall be raised to USD 100 per entry/per category

3 COMMITTEE UPDATES (SUSPENDED FOR THIS MEETING)**4 FORUM 21**

- a. No proposals have been received for Forum 21. RS to approach member institutes directly to lobby for their interest and submission

-End of meeting-