

**ARCASIA, ARCHITECTS REGIONAL COUNCIL OF ASIA**Tandjung Sari Sanur Beach Hotel,  
In Bali, Indonesia**Agenda :**

Session-1, 8:45 am-9:30 am

## 1.0 Convening of the Handing Over Meeting

- 1.1 Welcome Remarks- ARCASIA Immediate Past President, Ar. Mubasshar Hussein
- 1.2 Acknowledgements- Immediate Past Hon. Secretary Ar. Jalal Ahmad
- 1.3 Handing Over Ceremony – Ar. Mubasshar Hussein, President Ar. George Kunihiro
- 1.4 Introduction of the Hon. Secretary, Hon. Treasurer - Ar. George Kunihiro
- 1.5 Summary of Decisions made at Council Meeting in Lahore - Immediate Past Hon. Sec. Ar. Jalal Ahmad

## 2.0 Adjournment

Session-2, 9:30 am-11:00 am

## 3.0 Convening of the Office Bearers Meeting

- 3.1 Welcome Remarks- ARCASIA President, Ar. George Kunihiro
- 3.2 Acknowledgements- Hon. Secretary Ar. Marco Corbella
- 3.3 Adoption of the Agenda - Hon. Secretary Ar. Marco Corbella
- 3.4 Taking note of the Minutes of the 31st\_Council\_Meeting in Lahore  
- Immediate Past Hon. Secretary Jalal Ahmad
- 3.5 Comments on the Summary of Decisions made at Council Meeting in Lahore
- 3.6 Financial Updates - Immediate Past Hon. Treasurer Ishtiaque Zahir, Hon. Treasurer Ar. Junichi Ito
- 3.7 Audit report by Masih Muhit & Haque Co. – Immediate Past Hon. Treasurer Ar. Ishtiaque Zahir

Tea Break 11:00 am-11:15 am

Session-3, 11:15 am – 1:15 pm

## 4.0 ARCASIA Affairs

- 4.1 Taking note of the adopted Amendments of ARCASIA By-Laws
- 4.2 Progress of Bank Account Opening in Hong Kong
- 4.3 New Format of the Hand-over OB Meeting
- 4.4 New Format of Council Meeting Agenda
- 4.5 ARCASIA President Agenda
- 4.6 MOU with Other Regional Organizations
- 4.7 ARCASIA Communication Policy
- 4.8 Contractual Issue of the "Architecture Asia"
- 4.9 New Membership Application-Taiwan, Cambodia
- 4.10 ARCASIA Calendar of Activities

Lunch Break 1:15 pm-2:15 pm

Session-4, 2:15 pm-3:45 pm

5.0 ARCASIA Projects

5.1 ARCASIA Timeline Chart (2nd Edition)

5.1.1 Concept Paper ~ 2nd Edition of the ARCASIA Architectural Time Line Chart Publication  
by Ar. Nela De Zoysa

5.2 ARCASIA Website

5.2.1 Presidential message - Ar. George Kunihiro

5.3 Preparation of the ARCASIA Exhibition at the UIA 2011 Tokyo Congress –  
Ar. Ashvin Kumar, Ar. George Kunihiro

5.4 Students' participation in the Arcasia Council meetings – Ar. Kalim Siddiqui

5.4.1 MEMO by Ar. Jayantha Perera

Tea Break 3:45 pm-4:00pm

Session-5, 4:00 pm-19:30 pm

6.0 Updates and Follow up Reports from the Zonal Vice Presidents

6.1 Zone-A, Ar. Kalim A. Siddiqui

6.1.1 ARCASIA ZONE A - Summary report -2010

6.1.2 ACA-14 Presentation report

6.2 Zone-B, Ar. Sathirut Tandanand

6.2.1 Event Calendar of ARCASIA Zone B Associations

6.2.2 Update ASA national Convention

- Historic Convention Seminar

- International Forum Seminar

- Other events

6.2.3 Exchange of Information on Professional Practice

- Fee Structure

- Other Issues

6.2.4 Tri-Nation meeting and ARCASIA Zone B Associations meeting

6.3 Zone-C, Ar. Anna Kwong Sum-yee

7.0 Reports by the Chairmen of ARCASIA Committees

7.1 Ar. Balbir Verma, Chairman ACPP

7.1.1 Report of the ACPP presented on Oct. 26<sup>th</sup> at ACA-14 in Lahore

7.2 Ar. Ashvinkumar Kantilal, Chairman ACGSA

7.2.1 Action Plan 2011-2012

7.2.2 Indian Heritage Centre Architectural Competition Announcement

7.3 Ar. Abu Sayeed, Chairman, ACAE

7.3.1 Priority based agenda

7.3.2 Student design competition in ARCASIA Forum in Vietnam – Ar. Lee Chor Wah on behalf of PAM

7.4 Ar. Nela De Zoysa, Chairman Fellowship Committee

7.4.1 Concept Paper ~ 2010 / 2012 Fellowship Committee

8.0 Other Issues

8.1 Student competition for the ARCASIA President's Medallion

8.2 Heritage book

8.3 ARCASIA Award

Adjournment

ARCASIA		1 <sup>st</sup> OB Meeting Minutes <i>BALI</i>	January 10, 2011
<b>1.0</b>	<b>Convening of the Handing Over Meeting</b>		<b>Status</b>
	<b>Meeting Attendees:</b>	Imm. Past President (outgoing chairman) Ar. Mubasshar Hussain, President Ar. George Kunihiro , Zone A Vice President Ar. Kalim A. Siddiqui, Zone B Vice President Ar. Sathirut Tandanand, Zone C Vice President Ar. Anna Kwong Sum-Yee, Imm. Past Hon. Secretary Ar. Jalal Ahmad, Imm. Past Hon. Treasurer Ar. Ishtiaque Zahir, Hon. Secretary nominate 2011-2012 Ar. Marco Corbella, Hon. Treasurer nominate 2011-2012 Ar. Junichi Ito, Adviser Ar. Yolanda Reyes, Adviser Ar. Ar. Kun-Chang Yi, Chairman ACPP Ar. Balbir Verma, Chairman ACSGA Ar. Ashvinkumar Kantilal Chairman Fellowship Committee Ar. Nela De Zoysa PAM, AA editor, Ar. Lee Chor Wah IAI President, Ar. Endy Subijono IAI, Bali chapter President, Ar. Ketut Rana IAI, Agus Suwendra	
	<b>1.1</b>	<b>Welcome remarks</b> Imm. Past President (outgoing chairman) ARCASIA Ar. Mubasshar Hussain convened the meeting by thanking the Ikatan Arsitek Indonesia (IAI) and its President, Ar. Endy Subijono, for hosting the Handing Over Ceremony.	<b>closed</b>
	<b>1.2</b>	<b>Acknowledgements – Ar. Jalal Ahmad</b>	<b>closed</b>
	<b>1.3</b>	<b>Handing Over Ceremony –</b> Imm. Past President (outgoing chairman) ARCASIA Ar. Mubasshar Hussain reads the Official Handing Over letter. Ar. Mubasshar Hussain and the incoming President ARCASIA Ar. George Kunihiro jointly sign the letter of which each retains a copy. Ar. Hussain hands over the Presidential medallion and group photos are taken. Imm. Past Hon. Secretary Ar. Jalal Ahmad hands over to Hon. Sec. Ar. Marco Corbella a package with the documents produced in his term and a CD with relevant files.	<b>closed</b>
	<b>1.4</b>	<b>Introduction of Hon. Secretary and Hon. Treasurer –</b> Ar. George Kunihiro, President ARCASIA, introduces his Hon. Secretary, Ar. Marco Corbella (JIA International Committee, JOB PR Task Unit UIA Congress 2011 Tokyo) and his Hon. Treasurer, Ar. Jun'ichi Ito, (JIA member) to the Office Bearers and the Committees' Chairmen. Hon. Sec. and Hon. Treas. assume their duties.	<b>closed</b>

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	1.5	<b>Summary of Decisions made at Council Meeting in Lahore</b> Immediate Past Hon. Sec. Ar. Jalal Ahmad reads and submits the summary to the O.B.	closed
	2.0	<b>Adjournment</b>	

3.0	<b>Convening of the Office Bearers Meeting</b>		<b>Status</b>
	<b>OB Meeting Attendees:</b>	Imm. Past President (outgoing chairman) Ar. Mubasshar Hussain, President Ar. George Kunihiro, Zone A Vice President Ar. Kalim A. Siddiqui, Zone B Vice President Ar. Sathirut Tandanand, Zone C Vice President Ar. Anna Kwong Sum-Yee, Imm. Past Hon. Secretary Ar. Jalal Ahmad, Imm. Past Hon. Treasurer Ar. Ishtiaque Zahir, Hon. Secretary nominate 2011-2012 Ar. Marco Corbella, Hon. Treasurer nominate 2011-2012 Ar. Junichi Ito, Adviser Ar. Yolanda Reyes, Adviser Ar. Ar. Kun-Chang Yi, Chairman ACPP Ar. Balbir Verma, Chairman ACSGA Ar. Ashvinkumar Kantilal Chairman Fellowship Committee Ar. Nela De Zoysa PAM, AA editor, Ar. Lee Chor Wah IAI President, Ar. Endy Subijono (host) IAI, Bali chapter President, Ar. Ketut Rana (host) IAI, Agus Suwendra (host)	
	3.1	<b>Welcome remarks</b> President ARCASIA Ar. George Kunihiro convened the meeting by thanking Ikatan Arsitek Indonesia (IAI) and its President, Ar. Endy Subijono, for hosting the 1st Office Bearers meeting of his term. ARCASIA President welcomes and thanks one by one the Office Bearers and the Committee Chairmen that will serve under his term and announces their names: Ar. Mubasshar Hussain, Immediate Past President; Ar. Kalim A. Siddiqui, Zone A Vice President; Ar. Sathirut Nui Tandanand, Zone B Vice President; Ar. Anna Kwong Sum-Yee, Zone C Vice President; Ar. Yolanda Reyes, Adviser for 2011; Ar. Kun-Chang Yi, Adviser for 2012; Ar. Ahmed Abu Sayeed, Chairman ACAE; Ar. Balbir Verma, Chairman ACPP; Ar. Ashvinkumar Kantilal, Chairman ACSGA; Ar. Nela De Zoysa, Chairman Fellowship Committee;	closed



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	3.6	<p><b>Financial Updates – Hon. Treasurer Ar.Ishtiaque Zahir</b></p> <p>Ar. Ishtiaque Zahir reads the updated financial report (period 20 August 2009 – 31 December 2010), in order:</p> <ul style="list-style-type: none"> <li>- Summary of Income and Expenses Statement for the period</li> <li>- Fellowship, Income and Expenses Statement for the period</li> <li>- Income and Expenses Statement for the period</li> <li>- Statement of subscription payment for 2008-2009</li> <li>- Statement of subscription payment up to 31 Dec. 2010</li> <li>- Payment for AA Magazine postage, 2009 up to 31 Dec. 2010</li> <li>- Payment for ARCASIA History Book, 2009 up to 31 Dec. 2010</li> </ul> <p>China, Malaysia and Nepal Institutes have yet not paid their subscription dues. The Hon. Treasurer will email them a reminder.</p> <p>Ar. Anna Kwong volunteers to contact the President of China Institute about this issue.</p> <p>There are some expenses by KIRA, UMA and HSBC that have been notified after the financial report was completed and therefore they do not appear here. These expenses will be reported on the next financial report by the actual Hon. Treasurer, Ar. Ito.</p> <p>Ar. Kun-Chang Yi asks if it would be better to open another account to deposit the Fellowship Fund, now at KIRA, so that the Fellowship committee can use them.</p> <p>Ar. Mubasshar replies that having 2 funds would cause the need to have 2 different audits which are very expensive, and that ARCASIA does not collect money for Fellowship anymore so the fund is inactive and it would be better to merge it with the ordinary ARCASIA fund.</p> <p>Ar. Verma suggests to deposit the Fellowship money in the account of ARCASIA and register it as donation from Fellows. If any expense related to Fellowship is necessary, the O.B. will decide about it and eventually allocate a budget.</p> <p>ARCASIA President agrees with the suggestion and says that eventual financial need of the Fellowship Committee can be addressed later after Ar. De Zoysa's presentation of her Committee Report.</p> <p>The Fellowship Fund will be therefore incorporated into the ARCASIA fund and transferred into ARCASIA account.</p>

**pending**  
action by:  
Hon. Treas.  
And Ar.  
Kwong

**pending**  
action by:  
Hon. Treas.

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	3.7	<p><b>Audit report by Masih Muhit &amp; Haque Co.</b></p> <p>Ar. Ishtiaque Zahir submits the Balance sheet as of Dec 31, 2009 and 2010 prepared by the Auditors.</p> <p>The Auditors noted that ARCASIA is incurring losses on fees for transactions and foreign exchange that are bigger than the profits by accrued interest.</p> <p>Ar. Ishtiaque states the necessity of having rules about transactions.</p> <p>The President thanks Ar. Ishtiaque for his good financial management of ARCASIA, which is a small but complicated organization.</p> <p>He also asks each Institute to gather information about Audit companies and fees in their own country, so to compare.</p> <p>Hon. Sec will forward this request to the Member Institutes.</p> <p>About the Hong Kong bank account, Ar. Yolanda Reyes suggests that Ar. Ronald Poon can liaise for it but he should not take responsibility. Ar. Anna Kwong as President HKIA could nominate a person of HKIA to be always in charge of ARCASIA account matters.</p> <p>Ar. Anna Kwong will check Ar. Poon's availability in continue to help with the bank account.</p> <p>Ar. Balbir Verma remarks that every account has an address for communications but that does not mean that the addressee has authority over the account.</p> <p>He tells that ARCASIA needs guarantee of continuity in conserving the bank statements at the same address and that the statements should be passed in original by hand from time to time during the meetings.</p> <p>Ar. Anna Kwong agrees that all communications from the bank should be handled by HKIA secretariat and not the Institute President who is limited by 2 years in office.</p> <p>The President asks if it is possible to have a person officially nominated by HKIA as responsible for the ARCASIA account matters, so that this person keeps continuity even after the President of HKIA changes.</p> <p>This person should collect all communication and statements sent by the bank and he should send copies to ARCASIA executive team (President, Hon. Sec, Hon. Treas.) for review.</p> <p>Ar. Anna Kwong talks about the need of a resolution by Board of Directors (the Office Bearers in this case) to change the name of the people who can sign for the account. This resolution shall then be mailed to the bank.</p>

**pending**  
action by:  
Hon. Sec.

**pending**  
action by:  
VP Zone C

**pending**  
action by:  
VP Zone C

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		<p>Ar. Mubasshar says that the change of people with power of attorney has been already decided in the Council mtg.</p> <p>Ar. Reyes says that this should be reflected in the Council Meeting minutes, and another resolution of the O.B. will strengthen it.</p> <p>The President confirms that there is no need for an OB resolution since the bank has already sent to ARCASIA the formats for the change. The President will write personally a letter to the bank.</p> <p>Ar. Mubasshar reports that the ARCASIA Heritage book is funded by private source. Member Institutes can buy copies of the book and, from time to time, IAB will emit statements of how many books are reprinted or sold. Profits will be collected and transferred to a private account. The eventual money exceeding the cost of publishing can be deposited in the ARCASIA account.</p> <p>Since this loan is not accounted anywhere, the President asks Ar. Mubasshar to submit a written report explaining how to repay this private loan.</p>	<p><b>pending</b> action by: Presid.</p> <p><b>pending</b> action by: Ar. Mubasshar.</p>
4.0	<p><b>ARCASIA AFFAIRS</b></p> <p>4.1</p>	<p><b>Taking Note of Amendments of ARCASIA By Laws</b></p> <p>The O.B. take note of the amendments approved in the last Council mtg.</p> <p>The President requests all participants to the mtg. to express their ideas on the issue of creating a new title for the former permanent advisors.</p> <p>All participants agree on the respect due to the former permanent advisors for decades of continued service and dedication, and to the fact that their experience will always be respected as well.</p> <p>Several different titles are proposed:</p> <ul style="list-style-type: none"> <li>- Founding member</li> <li>- Honorary Advisor</li> <li>- Hon. ARCASIA</li> <li>- Hon. ARCASIAN</li> <li>- Founding Advisor</li> <li>- Mentor</li> <li>- Hon. Fellow</li> </ul>	<p><b>closed</b></p>

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		<p>Ar. Y. Reyes proposes to give them back their title of “Permanent Advisors” but make clear that to the title does not correspond any official function (such as Office Bearer). The word “Emeritus” has been voided by the Council.</p> <p>Ar. K. Siddiqui proposes the idea to add their names to the letterhead.</p> <p>The President agrees with the necessity to express the gratitude for all the years of service but he reminds that any honorific title should not need to correspond to an official role for the O.B. meeting to function properly, and that the respect and the need of their advice is not commanded by their title but by their accumulated experience. The President can always call as observer to the meetings any person that he deems knowledgeable on some issue of importance, independently of their title.</p> <p>The President also proposes that, instead of a title, ARCASIA might organize a ceremony in honor of its founding members during the celebration of a future ARCASIA anniversary.</p> <p>Ar. Mubasshar says that any change of title or position is a matter of the Council to debate and not of the Office Bearers.</p> <p>Ar. B. Verma states that Institutes, not individuals, are founding members and that not all former Presidents of founding Institutes were “Permanent Advisors”.</p> <p>The Office Bearers conclude by agreeing that the former “permanent advisors” are to be honored in some way, which the President is to decide during his term.</p>	<p><b>pending</b> action by: Presid.</p>
	<p><b>4.2</b></p>	<p><b>Progress of Bank Account Opening in Hong Kong</b></p> <p>Already discussed at items 3.6 and 3.7.</p>	<p><b>closed</b></p>
	<p><b>4.3</b></p>	<p><b>New Format of the Hand-over OB Meeting</b></p> <p>The President informs the O.B. that it his intention to adopt this morning’s Handing Over meeting and ceremony for transitions of Office Bearers in the future.</p> <p>Ar. Y. Reyes says that this proposal should be submitted to all Presidents of the member Institutes during the Council mtg.</p>	

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		<p>The President mentions that the Hand-Over meeting and ceremony should take place at the end of the last Council meeting of a presidential term, in order for the transition to be smooth and efficient.</p> <p>Ar. Mubasshar reminds that the handing over was actually done in Lahore, just without announcing it from the podium and without sign any paper.</p> <p>Ar. Kalim Siddiqui says that also the minutes of the Council meeting, or at least a summary of decisions, should be circulated to the council members at the end of the Council mtg., and that the first OB mtg. of the new President should be done right immediately after the last Council mtg.</p> <p>Ar. Y. Reyes suggests that the President elect and his new team can already start before the last council mtg. of the incumbent President, to prepare the work for their first OB mtg,</p> <p>The President, immediate Past President and the present and immediate past Hon. Secretary and Hon. Treasurer will work on a manual for the Hand-Over meeting that will be submitted on the next OB meeting.</p>	<p><b>pending</b> action by: Presid.</p>
	<p><b>4.4</b></p>	<p><b>New Format of the Council Meeting Agenda</b></p> <p>ARCASIA Hon. Secretary did not receive the new format that was supposed to be prepared and sent by Ar. Rita Soh, former Vice President Zone-B. Hon. Sec. will request the new format to Ar. Soh.</p>	<p><b>pending</b> action by: Hon. Sec.</p>
	<p><b>4.5</b></p>	<p><b>ARCASIA Presidential Agenda</b></p> <p>ARCASIA President reads the agenda for his term, summarized in the slogan "4C+C = G" (Communication, Contribution, Connection, Change plus Continuity equal ARCASIA Growth).</p> <p>Regarding Communication, the President would like to ask each Member Institute to designate a person who shall be responsible of all communications to and from ARCASIA, so to avoid the risk that communications to/from ARCASIA and member Institutes are ignored or lost. Zonal V.P. are to forward this request to their zone's Institutes and collect the information.</p> <p>The President thanks KIRA for maintaining the website and for the efforts to get the proper URL address. The President intends also to set up in the future a committee for the website.</p>	<p><b>pending</b> action by: 3 zonal V.P.</p> <p><b>pending</b> action by: Presid.</p>

		<p>For the magazine Architecture Asia the President would like all members to think about how to improve it from being only a catalogue of nice works.</p> <p>The President acknowledges PAM and Lee Chor Wah's hard work in trying to make AA appealing and commercially viable. He asks if AA contributors' base be broader, if it can have a section for architects who are talented but not registered at their Institute.</p> <p>The President also proposes to create ARCASIA web magazine.</p> <p>About the theme "Contribution", President explains how he would like to have an active monthly dissemination of information from each member Institute through a short web newsletter.</p> <p>Member Institutes will have the duty to disseminate this newsletter to their members so that ARCASIA is continuously on the news. Contributions should be done to Twitter and Facebook also.</p> <p>ARCASIA should be active 12 months a year, not just during the few months preceding and following a Congress or Forum.</p> <p>About the theme "Connection" the President explains how he wants ARCASIA to initiate a network of regional architectural organizations, by actively proposing the MOU with those organizations.</p> <p>About the theme "Change", the President explains about a "10 years growth plan", and the need to think a strategy for the improvement and enlargement of ARCASIA in the long term. A workgroup to study the growth plan shall be formed by representatives of the ACAE, ACGSA, ACPD committees and it shall be chaired by the Vice President of zone B, Ar. Tandanand.</p> <p>A more technical workgroup on "Continuity" shall be formed by the chairmen of ACAE and the Fellowship Committee and it shall be chaired by the V.P. of zone A, Ar. Siddiqui.</p> <p>The theme "Growth and New Memberships" shall be followed up by the V.P. of Zone C, Ar. Kwong who is to study how to increase ARCASIA's members, and to update the map of the countries that could become ARCASIA members.</p> <p>A last workgroup shall be formed by the 3 zonal Vice Presidents to deal with funding and to develop a strategy for securing sponsorship that will be presented to the Council meeting.</p>	<p><b>pending</b> action by: Presid</p> <p><b>pending</b> action by: VP zone B</p> <p><b>pending</b> action by: VP zone A</p> <p><b>pending</b> action by: VP zone C</p> <p><b>pending</b> action by: 3 zonal V.P.</p>
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		<p>Arch. B. Verma thanks the President for his 10 years growth plan and says that is important not only a growth in number of registered architects but in growth in status. He adds that talking about the status of ARCASIA, among other organizations, means talking about the status of the architect's profession, which must be brought to the respect it had years ago.</p> <p>Arch. B. Verma suggests to collect the work of the different committees in 3 sections under the same website (instead of having them on different websites) so to increase possibility that visitors could learn about all ARCASIA activities.</p> <p>Ar. Ashvinkumar suggests that the chairmen of the committees should get together and summarize what has been achieved, what still needs to be completed etc...so to synergize and tune their efforts on the presidential agenda. He also adds that work of the committees should be completed during the 2 years term and carried on forward by the following chairman along a roadmap that could last 4-5 years.</p> <p>Ar. Y. Reyes proposes that the theme of "social responsibility" shall be also included in the agenda. ARCASIA could decide a ceiling of money to be given to a country that is stricken by disaster. A committee could be established to advice about the necessity and the amount of contribution to a disaster stricken country. The chairman should have experience in disaster preparedness.</p> <p>The President proposes both his advisers as the organizer of the proposed Social Responsibility Committee and appoints Ar. Endy Subijono, President IAI, as the responsible organizer to produce a proposal to be submitted to the Council.</p> <p>Ar. Ashivinkumar suggests that each member Institute identify its resources that can be tapped in an eventual disaster and inform ARCASIA.</p> <p>Ar. K. Siddiqui suggests that in each country the member Institute provides information about the disaster to the zonal V.P. who then can pass the information to the President.</p> <p>The President answers that sometimes the Institutes do not contact ARCASIA at all, so ARCASIA should have to take the lead in case of a disaster.</p> <p>Ar. A. Kwong suggests that the zonal V.P. shall be always aware of any disaster in their zone and then inform the President that can take action.</p> <p>The President agrees on this procedure.</p>	<p><b>pending</b> action by: Ar. Subijono</p> <p><b>closed</b></p>
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Concerning the amount of money, the President says that ARCASIA has basically two options in case of a disaster in one of its member countries: either it suggests to the member Institutes an amount of donation according to the situation, or it uses money from ARCASIA's own fund but in this latter case there might be by-Laws restrictions on the unilateral use of ARCASIA money by presidential decision.

Arch. B. Verma says that if the President decides an amount of contribution and the Council ratifies it at the next Council mtg. there will be no legal problem.

Ar. Y. Reyes says that ARCASIA Council can ratify any amount that will be decided by the President but she proposes that the Chairman of the proposed Social Responsibility Committee shall have authority to take the lead and act quickly in coordination with the Institute of the country where the disaster takes place, in order to limit bureaucracy in time of emergency.

Ar. K.C. Yi reminds the O.B. that it is important to control where the money is going. In order to avoid misappropriation of funds he suggests that ARCASIA uses the money collected to buy goods and ship them to the area, or to give the money by hand on the site of the disaster to some established relief agency. In this way not only there will be more transparency on the flow of money but ARCASIA will get visibility for its actions.

Ar. Y. Reyes proposes to concentrate on immediate help: any money collected through member Institutes or sponsors should be channeled to the member Institute of the disaster stricken country. The Chairman of the proposed Social Responsibility Committee should have, together with ARCASIA President, authority over directly coordination and actions.

Ar. Y. Reyes also proposes to set up an amount of contribution. In Pakistan ARCASIA donated 3000 USD from its coffers, in Sri Lanka the donation was more than 10.000 USD by several sponsors.

The ceiling could be a donation ranging from 3000 to 5000 USD depending on the gravity of the situation, not necessarily all from ARCASIA coffers but from several sources.

Ar. Mubasshar says that collecting money takes time so he suggests to adopt the method applied in Bangladesh recently: to set up a separate fund to keep collected money that in time of disaster the President can disburse immediately. The fund will be slowly replenished later with other donation money.

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		<p>Ar. Verma talks about the necessity of distinguish between pre-disaster actions and post disaster relief. Pre-disaster actions can include the build up of a resource list of organizations, agencies, NPO, contactors, manufacturers, architects that are already specialized in disaster prevention or relief and that can be contacted in each country when needed.</p> <p>Ar. A. Kwong says that the President has the authority to use money from ARCASIA coffers as immediate response at his own discretion. Then the President can contact the member Institutes to enquire about their needs, because each country has its scale of values.</p> <p>The President thanks all members for their suggestions and will take them into consideration.</p> <p>Ar. S. Tandanand has a further proposal that he will explain in his zonal report.</p> <p style="text-align: right;"><b>pending</b> action by: Presid.</p>
	<p><b>4.6</b></p>	<p><b>MOU with other Regional Organizations</b></p> <p>The President explains that establishing MOU with other regional organizations, in Africa and Central Asia for example, is an important part of the Presidential Agenda. Instead of passing through the UIA, ARCASIA can work faster if a direct network with these organizations is established.</p> <p>Ar. K.C.Yi congratulates the President for his energetic and progressive program, and says that it is important to have the correct strategy when approaching other international organizations. Mutual recognition about profession, for example, is a different and more complex issue. ARCASIA also has already signed some MOU with UIA and AIA so ARCASIA should reflect on what we have learnt from these past experiences.</p> <p>The agenda is very good but it needs to be more detailed in order to work out.</p> <p>The President replies that his is still a draft, but that the goal is to have ARCASIA gain more status and be represented at APEC, ASEAN and other regional agencies. Within this year, by the Council meeting, those who worked on these previous MOU should make a summary of purposes, process and results ARCASIA has employed/achieved.</p> <p>Ar. S.N. Tandanand states the importance of having a clear goal and purpose when making an MOU with another international organization. Many Member Institutes already have their MOU with these organizations. The basic goal is to improve understanding and collaboration but there could also be other goals.</p> <p style="text-align: right;"><b>pending</b> action by: Presid.</p>

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		<p>Ar. E. Subijono says that is important also to work with non-architectural organization and make MOU with more practical or specific goals. The same reasoning goes for the 10 year Plan: ARCASIA could decide first a particular goal/s and then adjust the Plan to that goal.</p> <p>The President agrees and says that his agenda is exactly meant to generate discussion about the re-consideration or fine-tuning of the purpose of ARCASIA.</p>	
	<p><b>4.7</b></p>	<p><b>ARCASIA Communication policy</b></p> <p>Discussed at points 4.5 and 4.8.</p>	<p><b>closed</b></p>
	<p><b>4.8</b></p>	<p><b>Contractual issue of “Architecture Asia”</b></p> <p>Ar. Lee Chor Wah is asked to talk about his proposal for the renewal of the contract for AA.</p> <p>Ar. Lee Chor Wah explains that PAM offered in Busan to edit AA. Originally there was no binding contract and they have proposed to the Council an extension of their editing assignment.</p> <p>Ar. Lee submits to the O.B. a package with the magazines published in 2010, a chart titled “Statement of Royalty payment &amp; postage Re-imbusement” and a proposal for an agreement between PBSB and ARCASIA on the publishing of AA.</p> <p>Ar. Lee explains that PBSB needs to hire staff to produce a quality magazine and to ensure continuity they are proposing a contract of 2 years plus an option to renew the contract for other 2 years. PBSB would also like to receive a non-binding commitment from the member Institutes to get at least 1 advertisement every 2 years, which is rewarded with a 30% commission.</p> <p>Ar. Ashvin asks if the magazine will be revenue heavy or content heavy and if the magazine will remain at a minimum at the same quality level than before.</p> <p>Ar. Lee replies that PBSB is intending to make AA more commercially viable, to have it more representative of the member Institutes and to appeal to a wider readership. He also confirms that the quality level of AA will not change nor the policy of asking only for reimbursement of the postage expenses.</p> <p>Asked by Ar. Kwong about the readership, Ar. Wah replies that PBSB mails the issues to the Institutes but it is up to the Institute to care about its promotion and distribution inside each country. What PSBB and PAM need now is only a commitment to continue the work so that they can keep their hired staff.</p>	

		<p>The President tells that an important issue to discuss is the paper magazine vs. the electronic magazine. Some Institutes order just 20 or 50 copies, which are too few for a whole country. PAM and Ar. Lee Chor Wah hard work and efforts are truly appreciated but in order to reach thousands of people AA should be printed in a much increased quantity or it should be discontinued and substituted by a web-based magazine that can will cost less, it will reach a lot more people and could get additional promotion through links to other community sites like Facebook or Twitter.</p> <p>Another issue raised by the President is content: ARCASIA should think about lifting restrictions so that a project in Asia can be published on AA even if the designer/architect is not licensed in Asia.</p> <p>Third issue raised was, if the format that is not “issue oriented”: instead of being a catalogue of nice works it should discuss critically certain problems of architecture and society also by publishing interviews of academics, specialists and so forth.</p> <p>These issues should be discussed before agreeing on a contract maybe at an editorial meeting. A commitment only for the year 2011 can maybe be taken into consideration to give ARCASIA the time to study what to do in the longer period.</p> <p>Ar. K.C. Yi and the President remind respectively the importance of distribution and content for the success of the magazine.</p> <p>Ar. Lee explains that a renewal of 2 years is needed to work properly on the magazine. This will cause no cost whatsoever to ARCASIA and in the meantime ARCASIA will have the time to decide about the online version.</p> <p>The President explains that, as stated in his agenda for communication, it is his intention to have the transition to an online version of the magazine completed during his term, in parallel with the paper publication.</p> <p>Everybody then agrees to proceed presently with the printed version (for another 2 years), during which time a new format will be studied, and with the realization of an online version.</p> <p>The Publishing Agreement (here attached), already signed by Ar. Paul Lai Chu for PAM &amp; PBSB is then signed by ARCASIA President.</p> <p>Ar. Lee agrees to provide in the next 6 months a design proposal for a renewed format of the printed magazine, and a concept for the on-line version.</p>	<p><b>Closed</b></p> <p><b>pending</b> action by: Ar. L.C. Wah (PSBS)</p>
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	<p><b>4.9</b></p>	<p><b>New membership Application – Taiwan and Cambodia</b></p> <p>Taiwan had contacted A. Rita Soh. According to Ar. Soh the letter was scanned and mailed to Ar. Mubasshar and Ar. Kunihiro, but the original was not kept on record. Ar. Mubasshar replies that only the letter from Cambodia was received but no communication came from Taiwan.</p> <p>Ar. Reyes says that the letter was given to Ar. Soh at the APEC mtg. in Manila.</p> <p>The President will check his email to see if he has the copy of the application letter from Taiwan but Taiwan should send a printed and signed letter formally addressed to the President of ARCASIA.</p> <p>Ar. Kwong volunteers to talk to China because both mainland China and Taiwan are represented as APEC architects and ARCASIA has to talk to both of them. The President agrees that Ar. Kwong talks with both of them at the next APEC meeting.</p> <p>Ar. Mubasshar reminds that Ar. J. Perera established the first contacts with the Institute of architects in Cambodia and ARCASIA.</p> <p>Asked by Ar. Verma if the guidelines for application have been sent to Cambodia, Ar. Jalal Ahmad explains that they have not been sent yet because they were under review at that time.</p> <p>Ar. Mubasshar reported that also Laos application was turned down because their Institute was not an architectural institute but an engineering one and they should establish at least a chapter for architects in order to apply for membership.</p> <p>Ar. Tandanand volunteers to contact the chief of the Laos Institute who is an architect as well as an engineer.</p> <p>Ar. Yi insists that ARCASIA should clarify its membership policy and that ARCASIA members include also engineers. Laos is a member of UIA so they could be also members of ARCASIA.</p> <p>The President decides that Ar. Tandanand will contact Cambodia in regards for their membership application.</p> <p style="text-align: right;"><b>pending</b> action by: V.P. zone C</p> <p style="text-align: right;"><b>pending</b> action by: V.P. zone B</p>
	<p><b>4.10</b></p>	<p><b>ARCASIA Calendar of activities</b></p> <p>Ar. Z. Jaffery had previously proposed an idea for a calendar of ARCASIA activities.</p>

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		The President instructs the 3 zonal V.P. to press the Institutes of their zones to provide the calendar of their activities on before January 31 <sup>st</sup> . The calendar of activities shall be collected by the V.P. and passed to the Hon. Secretary.	<b>pending</b> action by: V.P. zone A V.P. zone B V.P. zone C
<b>5.0</b>	<b>ARCASIA projects</b>	.	
	<b>5.1</b> <b>5.1.1</b>	<p><b>ARCASIA Timeline Chart 2nd edition</b> <b>Concept paper by Ar. Nela De Zoysa</b></p> <p>Ar. Nela De Zoysa reads her concept paper. The concept paper has been previously sent by the Hon. Sec. to Prof. Sayeed, chairman ACAE, who did not comment on it but authorized its presentation by Ar. De Zoysa.</p> <p>Ar. De Zoysa tells that Dr. Widodo (IAI) would like to coordinate this second edition with a group of academics representing ARCASIA countries. The cost of the project will approximately be 20.000USD plus his personal fee of 5.000USD, for 2000 + 1000 copies. There is no cost estimation but only a projection based upon the cost of the previous edition. The book can be thicker than the first edition and, if it is going to be a textbook, it can be published in two sections or, alternatively, it could be published in different volumes for different countries.</p> <p>Ar. Mubasshar says that IAB can cover the cost, but the book then will have to be bought from IAB.</p> <p>Ar. Ashvinkumar expresses the need of having more information about the scope of works, content and details in order for the O.B. to be able to decide at the next meeting.</p> <p>Ar. De Zoysa proposes to set up a committee to work on this second edition.</p> <p>The President decides that Ar. De Zoysa is to collect all relevant information about this project, included scope of works and cost estimation, and to send it by email to all O.B.</p> <p>The President also decides that leading on this project and eventually setting up any other committee to work on this topic is responsibility and decision of Prof. Sayeed as ACAE committee chairman.</p>	<p><b>pending</b> action by: Ar. De Zoysa</p> <p><b>pending</b> action by: ACAE Chairman</p>

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	<p><b>5.2</b></p> <p><b>ARCASIA website</b></p> <p>Ar. K.C. Yi will give password of the new ARCASIA.ORG website to the President, Hon. Sec. and Hon. Treas., the 3 V.P. and the 3 Committees Chairmen, so that they will be able to upload directly their works.</p> <p>The President says that since the Committee Chairmen are not O.B. the passwords should not be passed to them. The 3 V.P can upload the content of the committees.</p> <p><b>5.2.1</b></p> <p><b>Presidential message</b></p> <p>The new presidential message has been uploaded by KIRA on ARCASIA website. The President will send his photo to KIRA later for uploading.</p>		<p><b>pending</b> action by: Ar. K.C. Yi</p> <p><b>pending</b> action by: Presid.</p>
	<p><b>5.3</b></p> <p><b>ARCASIA exhibition at the UIA 2011 Tokyo Congress</b></p> <p>Ar. Ashvinkumar reports that during the last Council mtg. in Lahore the member Institutes were told to provide information on what projects they would like to have exhibited. A reply is needed before middle of February. He thanks the President who has given already the information about the location and size of the exhibition booth in the Congress venue.</p> <p>Ar. Ashvinkumar stresses that Tri-nations can help organize on behalf of ARCASIA but this is not a Tri-nations Event so it is important that each Institute comes back with the information about the works that they would like to feature.</p> <p>Ar. Ashvinkuma will email all the Presidents of the member Institutes and cc the O.B.</p> <p>The President reminds that sustainability is an important issue so the ACGSA should also activate itself to push the member Institutes to provide the relevant information.</p> <p>The President will work on trying to have sponsors to cover part of the expenses (about 2000 or 3000 USD). ARCASIA funds could be also used and then the Council could be asked to ratify a request of refund from the member Institutes.</p>		<p><b>pending</b> action by: Ar. Ashvin- kumar</p> <p><b>pending</b> action by: Presid.</p>
	<p><b>5.4</b></p> <p><b>5.4.1</b></p> <p><b>Student participation in ARCASIA Council mtgs. MEMO by Ar. Jayantha Perera</b></p> <p>Ar. K. Siddiqui explains the memo by Ar. Perera.</p> <p>Ar. Verma says that there is no need for the students to come from their own country just to sit as observers to a Council mtg. The students have their own activities like the jamboree and ACAE follows those activities already. The jamboree report is already presented by the ACAE chairman to the Council.</p>		

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		<p>The Memo seems to propose a parallel council of students, which is not an appropriate idea.</p> <p>Ar. Reyes replies that the idea is for the students to have a first hand experience of ARCASIA procedures, to sit as observers and not to make or present their own agenda.</p> <p>The President agrees that, in principle, the Council mtg. is open to everybody (also to the UIA President, for example) who is interested.</p> <p>Ar. Reyes proposes to forward this issue to ACAE chairman and Ar. Verma and Ar. Siddiqui agree and say that some students can eventually be invited as observers by ACAE chairman when he presents his report to the Council.</p> <p>The President agrees and decides that Hon. Sec. will send a communication to ACAE chairman, cc to Ar. Perera, asking him to notify the representatives of the student delegation that they will be able to attend the Council mtg. as observers when the ACAE and the jamboree reports are presented.</p>	<p><b>pending</b> action by: Hon. Sec.</p>
6.0	<b>Reports by zonal V.P.</b>		
	<p>6.1</p> <p>6.1.1</p> <p>6.1.2</p>	<p><b>Zone A</b></p> <p><b>ARCASIA zone A – Summary report 2010</b></p> <p>Ar. Siddiqui explains that there are no updates of the Zone A Report already presented at the last Council mtg. in Lahore.</p> <p><b>Presentation by IAP about ACA-14.</b></p> <p>The President and the O.B. thank Ar. Siddiqui and IAP for the wonderful work done in Lahore.</p> <p>The President decides that the flag of ARCASIA will be brought directly by IAP delegation to Vietnam.</p>	<p><b>closed</b></p> <p><b>closed</b></p> <p><b>pending</b> action by: V.P. zone A</p>
	<p>6.2</p> <p>6.2.1</p> <p>6.2.2</p>	<p><b>Zone B</b></p> <p>Ar. Tandanand explains the following points:</p> <p><b>Event Calendar of Arcasia Zone B associations</b></p> <p>A draft is presented here and as soon as more information will come from the member Institutes, A. Tandanand will forward an updated version to the Hon. Sec.</p> <p><b>Update ASA national convention</b></p> <ul style="list-style-type: none"> <li>- ASA Forum on Inter-Conservation will see 8 speakers from Malaysia, India, Indonesia, Japan, China, Macau, Hong Kong and Thailand.</li> <li>- International forum seminar</li> </ul> <p>The lectures and seminars will be broadcast in real time to all Universities outside Bangkok.</p> <ul style="list-style-type: none"> <li>- other events</li> <li>-</li> </ul>	<p><b>pending</b> action by: V.P. zone B</p>

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	<p><b>6.2.3</b></p> <p><b>6.2.4</b></p>	<p><b>Exchange of Information on Professional Practice</b> The V.P. of Zone B says that it is his intention to work closely with all the 3 ARCASIA committees and especially with representatives of some countries like Vietnam from which he would like to gather as much information as possible about professional practice.</p> <ul style="list-style-type: none"> <li>- Fee structure</li> <li>- Other issues</li> </ul> <p><b>Tri-Nation meeting and ARCASIA Zone B Associations mtg.</b> Tri-nations mtg. will be in Bangkok in February and the zone B delegation will be invited to discuss some issues. Eventually a feedback will be sent to the O.B.</p> <p>Ar. Tandanand also expresses his idea about disaster preparedness: architects have lots of ideas on how to quickly build shelter and they are used to work with other organizations like Asian Disaster Preparedness or UN-HABITAT and other NGOs.</p> <p>Since Asian Preparedness Center is located in Bangkok Ar. Tandanand will contact them to see how ARCASIA can collaborate and contribute, which kind of information would be useful for them.</p> <p>If ARCASIA can come up with a solid proposal then it could become more useful, involved and relevant as an organization at the regional and international level.</p> <p>The President agrees, thanks the V.P. and asks him to continue in this very valuable effort.</p>	<p><b>pending</b> action by: V.P. zone B</p>
	<p><b>6.3</b></p>	<p><b>Zone C</b> Ar. Kwong reports that there are no updates from her zone's Institutes.</p> <p>About the membership of Taiwan, Ar. Reyes says that China is not opposing the membership but is just a question of the name for their application.</p> <p>Ar. Kwong will talk to both of them.</p>	<p><b>closed</b></p> <p><b>pending</b> action by: V.P. zone C</p>
<p><b>7.0</b></p>	<p><b>Reports by chairmen of committees</b></p>		
	<p><b>7.1</b> <b>7.1.1</b></p>	<p><b>Chairman ACPP</b> <b>Report of the ACPP presented on Oct. 26th at ACA-14 in Lahore</b> Ar. Balbir Verma submits to the O.B. a report as presented at the ACA-14 in Lahore. The report includes a list of the work to be done during the term 2011-2012, which is read out to the O.B.</p>	<p><b>closed</b></p>

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		<p>The President thanks for the recommendations.</p> <p>Ar. Ashvinkumar proposes a new format according to which all 3 committees (ACAE, ACP, ACGSA) meet at the same time once every 6 months (mid year between the Council mtgs.) so that everybody gets updated. The meetings can take place in any country that has a venue with 3 meeting rooms side by side so that at the end of each single committee mtg. everybody get together for a common gathering and exchange of information.</p> <p>The President agrees and decides to make this format mandatory from now on.</p> <p>The past and present Hon. Treasurers will work out a feasibility plan according to the financial expenses reimbursable under current ARCASIA regulations, then they will email all O.B.</p> <p>The President accepts the motion of Ar. Kwong to have a yearly calendar of the activities and meetings of the 3 committees so to better coordinate them with the O.B. mtg, the Council mtg. and the other events of ARCASIA.</p>	<p><b>closed</b></p> <p><b>pending</b> action by: Ar. Ishtiaque Ar. Ito</p> <p><b>pending</b> action by: committees chairmen</p>
	<p><b>7.2</b> <b>7.2.1</b></p> <p><b>7.2.2</b></p>	<p><b>Chairman ACGSA</b> <b>Action Plan 2011-2012</b> Ar. Ashvinkumar presents his action plan for 2011-2012.</p> <p><b>Indian Heritage Centre Architectural Competition Announcement</b> He also informs the O.B. of an architectural competition for an Indian Heritage Centre that will be announced on Jan. 25<sup>th</sup> by SIA, and welcomes participants from ARCASIA member countries.</p> <p>Fees will be defined upfront and there will be an exhibition of all the participants' works, for transparency and accountability. As with most international competitions, participants will have to tie up with a local architect.</p> <p>Ar. Ashvinkumar will send information to the Hon. Sec. and he will distribute it to all members Institute.</p>	<p><b>closed</b></p> <p><b>pending</b> action by: Ar. Ashvin- kumar and SIA</p>
	<p><b>7.3</b> <b>7.3.1</b></p> <p><b>7.3.2</b></p>	<p><b>Chairman ACAE</b> <b>Priority Based Agenda</b> Being the chairman absent for personal reasons, the Hon. Sec. reads out to the O.B. the Priority Based Agenda that was emailed by Prof. Sayeed.</p> <p><b>Student design competition in ARCASIA Forum in Vietnam</b> Ar. Lee Chor Wah on behalf of PAM talks about the</p>	

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		<p>students' competition that will be organized as part of ARCASIA Forum 2011 in Vietnam.</p> <p>The competition, launched in May 2010, had 221 registrations and it was closed on the 15<sup>th</sup> of December with 84 entries of which 2 from Vietnam and the rest from Malaysia.</p> <p>Ar. Lee asks the O.B. if the deadline should be postponed to allow more applicants from other countries, so to make the competition more international.</p> <p>The past President, Ar. Mubassar says that he was not aware of this competition.</p> <p>The President, Ar. Reyes and Ar. K.C. Yi also say that they do not know about it.</p> <p>Asked about the jury Ar. Lee replies that in the jury there were ACAE and Dr. Chalay from ASA.</p> <p>Asked if this is a PAM competition endorsed by ARCASIA or and ARCASIA competition ran by PAM, Ar. Lee replies that it was organized by ACAE and PAM.</p> <p>Ar. Mubassar says that ACAE and PAM cannot use the name of ARCASIA on a competition without informing both the Council and the O.B.</p> <p>Ar. Jalal says that there was only a one line reference in ACAE report.</p> <p>The President says that it would not be fair to those who submitted their works on time to postpone the deadline, so PAM should finish this competition as quietly as possible and judge the submitted works. PAM should rename the competition as "ARCASIA sponsored competition".</p>
	<p><b>7.4</b> <b>7.4.1</b></p>	<p><b>Chairman Fellowship Committee</b> <b>Concept paper, 2010-2012 Fellowship Committee</b></p> <p>Ar. Nela De Zoysa reads her concept paper on the program for 2010-2012.</p> <p>The President thanks Ar. De Zoysa for her work and gives her the credit to have put all these inputs together but he instructs the O.B. to consider her report only until point 2.3 because the following points are only personal suggestions that go beyond the scope of the Fellowship Committee and should therefore not be discussed in this session but just kept for information only.</p> <p>Ar. B. Verma tells that suggestions, such as those in red in the report, are welcome but they have to be reviewed and approved by the ACAE committee first and then proposed to the Council. Also, ARCASIA is a Council and not an Institute and therefore it is not possible to hand out titles such as "Associate member" or "Fellow member".</p>

**pending**  
action by:  
PAM

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		<p>All official titles are already decided by the Council. The spirit of fellowship is to respect seniority and experience and therefore use this pool of experience for suggestions and recommendations to the Council, not to get a title to get more status in the profession.</p> <p>Ar. K.C. Yi and Ar. Mubasshar agree that the Fellowship Committee is for ex servants of ARCASIA, for friendship and to share experience and knowledge. It is not an active committee or an active position or function.</p> <p>Ar. Mubasshar says that ARCASIA is an organization of 17 persons, Presidents of the member Institutes.</p> <p>Ar. Siddiqui replies that instead ARCASIA is an organization of 17 Institutes because the Presidents of the Institutes are there as representative of their Institute and not in their personal capacity.</p> <p>The President says that the Fellowship is about social not professional activities. The challenge of the Fellowship committee is to have fellows that can give lectures (without overshadowing the rest of ARCASIA), build a think-tank and discuss issues like the future of ARCASIA or education. The Chairman of this committee should constantly keep in touch with the Fellows and maintain high their interest in participating to ARCASIA events and to contribute to ARCASIA goals.</p> <p>Ar. Balbir reminds that originally the committee has been formed to organize and chair the fellows' meetings. The fellowship is a think-tank more than an active committee. Also the directory should be something for personal use, to remember former fellows not for professional or advertisement use.</p> <p>The President stresses that the Fellowship committee chairman should work towards making those 3 hours in August 25<sup>th</sup> at ARCASIA Forum the most memorable happening and that whatever has been discussed there can be then reported at the Council. He instructs Ar. De Zoysa to look at the presidential agenda and at the programs of the other committees for reference, and to come out with her own program and have the Fellows' feedback. Not just invite them but prepare a program and discuss it and advertise it constantly to the Fellows.</p>
8.0	<b>Other issues</b>  8.1	<b>Student competition for ARCASIA President medallion</b> The President explains his idea for a competition for the design of a new medallion with the engraved name of the

**pending**  
action by:  
Ar. De  
Zoysa

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	<p><b>8.2 Heritage book</b> 700 copies have been printed. They cost 150USD each plus freight charges. The President asks Ar. Mubasshar to consider making a paperback version.</p> <p><b>8.3 ARCASIA award</b> Ar. K.C. Yi says that Vietnam is supposed to be handled the ARCASIA Award this year, but we haven't hear from them.</p> <p>The President will contact them and possibly visit them or having an O.B. mtg. there as previously suggested by the past President.</p>	<p>President. The medallion is worn by the President and then taken home at the end of the term and a new medallion is made for the next President.</p> <p>The competition should be judged before August and the result announced at the Council meeting. The President and his team of Hon. Sec. and Hon. Treas. will take care of this competition.</p> <p><b>pending</b> action by: Presid. Hon. Sec. Hon. Treas.</p> <p><b>pending</b> action by: Presid.</p>
9.0	<p><b>Adjournment</b> Having all the issues been discussed, the President thanks all the participants of the O.B. meeting for their contribution, thanks the IAI for its kind hospitality and adjourns the meeting.</p>	<p><b>closed</b></p>