



**3rd Office Bearers' Meeting
(Term 2011-2012)**

**Furama Resort
Da Nang, Vietnam
August 15th, 2011**

MEETING MINUTES

ARCHITECTS REGIONAL COUNCIL OF ASIA

ARCASIA	3rd OB Meeting Agenda DA NANG	August 15, 2011
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ARCASIA, ARCHITECTS REGIONAL COUNCIL OF ASIA

August 15, 2011

Venue: Furama Resort Da Nang, Vietnam



Agenda :

Session-1, 13:00 – 13:20

1.0 Convening of the Office Bearers Meeting and Financial Updates

- 1.1 Welcome Remarks - ARCASIA President, Ar. George Kunihiro
- 1.2 Welcome Remarks – VAA President, Ar. Nguyen Tan Van
- 1.3 Acknowledgements - Hon. Secretary Ar. Marco Corbella
- 1.4 Adoption of the Agenda - Hon. Secretary Ar. Marco Corbella
- 1.5 Adoption of the Minutes of the 2nd_OB_Meeting in Kuala Lumpur - Hon. Secretary Ar. Marco Corbella
- 1.6 Financial Updates - Hon. Treasurer Ar. Junichi Ito
- 1.7 Information about Auditing companies - Hon. Treasurer Ar. Junichi Ito

Session-2, 13:20 – 14:00

2.0 ARCASIA Affairs

- 2.1 Progress about Bank Account change of signatures in Hong Kong - Hon. Treasurer Ar. Junichi Ito
- 2.2 Nomination of person in charge for ARCASIA Bank Account communication by HKIA, Ar. A. Kwong
- 2.3 ARCASIA President Agenda: progress of workgroups - ARCASIA President, Ar. George Kunihiro
 - 2.3.1 Workgroup on "10 yrs growth plan ROADMAP" – Ar. Tandanand, V.P. Zone B
 - 2.3.2 Workgroup on "Continuity" – Ar. K. Siddiqui, V.P. Zone A
 - 2.3.3 Workgroup on "Growth and New Membership" – Ar. A. Kwong, V.P. Zone C
 - 2.3.4 Workgroup on "Funding and sponsorship", PROPOSAL – 3 Zonal V.P.
 - 2.3.5 Proposal and program of Social responsibility Committee – Ar. Tandanand, V.P. Zone B
- 2.4 MOU with Other Regional Organizations - ARCASIA President, Ar. George Kunihiro
 - 2.4.1 Proposed MOU with AUA, ACE, MASA, RAIA, RNZIA, CAA
- 2.5 New Membership Application – Chinese Taipei, Cambodia, Laos (ALACE)
- 2.6 ARCASIA Calendar of Activities
- 2.7 Nominations for ARCASIA President 2013-2014
- 2.8 Revision of Arcasia ByLaws
 - 2.8.1 Proposed text for a Hand Over Meeting and Ceremony - Ar. Mubasshar Hussain
 - 2.8.2 Proposed text for Inter-Committee meeting - Ar. Tandanand
 - 2.8.3 Proposed text for a Social Responsibility Committee - Ar. Tandanand

Session-3, 14:00 – 14:30

3.0 ARCASIA Projects

- 3.1 "Architecture Asia": proposal for renewed format and concept for online version – Ar. Lee Chor Wah
- 3.2 ARCASIA Timeline Chart (2nd Edition) – prof. Abu Sayeed
- 3.3 ARCASIA Heritage book - Ar. Mubasshar Hussain
- 3.4 Distribution of ARCASIA Books – Ar. Yolanda D. Reyes
- 3.5 ARCASIA Website update and domain renewal - Hon. Secretary Ar. Marco Corbella
- 3.6 Preparation of the ARCASIA Exhibition at the UIA 2011 Tokyo Congress – Ar. George Kunihiro, Presid.

Session-4, 14:30 – 15:00

4.0 Updates and Follow up Reports from the Zonal Vice Presidents

- 4.1 Zone-A, Ar. Kalim A. Siddiqui
- 4.2 Zone-B, Ar. Sathirut Tandanand
- 4.3 Zone-C, Ar. Anna Kwong Sum-yee

Adjournment

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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1.0	Convening of the Office Bearers Meeting and Financial Updates		Status
	Meeting Attendees:	President Ar. George Kunihiro Imm. Past President Ar. Mubasshar Hussain, Zone A Vice President Ar. Kalim A. Siddiqui, Zone B Vice President Ar. Sathirut Tandanand, Zone C Vice President Ar. Anna Kwong Sum-Yee, Hon. Secretary Ar. Marco Corbella, Hon. Treasurer Ar. Junichi Ito, Adviser Ar. Yolanda Reyes, Adviser Ar. Kun-Chang Yi, Chairman ACAE, Ar. Abu Sayeed, Chairman ACPP Ar. Balbir Verma, Chairman ACSGA Ar. Ashvinkumar Kantilal Chairman Fellowship Committee Ar. Nela De Zoysa PAM incoming President, Ar. Saifuddin Ahmad PAM, Ar. Tan Loke Mun PAM, Ar. Lee Chor Wah VAA President and host, Ar. Nguyen Tan Van UAP President, Ar. Ramon Mendoza	
	1.1	Welcome Remarks - ARCASIA President, Ar. George Kunihiro ARCASIA President convenes the meeting by thanking The Vietnam Association of Architects (VAA) and its President, Ar. Nguyen Tan Van, for the hospitality. Every attendant introduces himself/herself.	closed
	1.2	Welcome Remarks – Host and VAA President, Ar. Nguyen Tan Van VAA President welcomes the participants to the ARCASIA OB meeting and announces housekeeping matters.	closed
	1.3	Acknowledgements - Hon. Secretary Ar. Marco Corbella Hon. Sec. acknowledges that the quorum is reached and announces that, in continuity with the paperless policy of the last OB mtg., all documents are available only in electronic format on a USB flash memory kindly provided by VAA. The same documents are projected on a big screen for those without laptop.	closed
	1.4	Adoption of the Agenda - Hon. Secretary The Agenda is read and given to the Office Bearers for adoption and it is approved by everyone.	closed
	1.5	Adoption of the Minutes of the 2nd OB Meeting in Kuala Lumpur - Hon. Secretary Ar. Marco Corbella The Meeting Minutes of the previous OB mtg. in Bali, already circulated among the Office Bearers and approved, are put forth for adoption and are seconded by all present.	Closed

ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
---------	--	-----------------

	1.6	<p>Financial Updates - Hon. Treasurer Ar. Junichi Ito</p> <p>Hon. Treas. reads the Financial report.</p> <p>Treasurer announces that Nepal and China are in late with some payments (ARCASIA subscription fee for 2010, postage of AA Magazine year 2009, ARCASIA history book 2009).</p> <p>Hon Sec. says that ar. Gongal of Nepal told that they will settle their dues in cash before the Council mtg.</p> <p>Many Institutes already wired the subscription fees for 2011. The others will pay in cash before the Council mtg. HKIA already wired the ARCASIA history book postage cost 2011. At the OB mtg., Ar. Tandanand of ASA pays in cash to the Hon. Treas. the postage cost.</p> <p>Advisor Reyes says that after checking with the shipping company UAP informed each Institute of the postage cost. As soon as Ar. Ito informs UAP about which Institute paid, UAP will ship the book to them. Hon. Treas. will then refund the money spent in postage to UAP.</p> <p>Hon. Treas. says that there will be also an expense for the guest, Ar. Gita, for the ARCASIA Fellowship.</p> <p>Hon. Treas. explains the actual distribution of ARCASIA Funds between the HK bank account, the amount in possession of KIRA and the amount in possession of IAB. About 8,000USD are unaccounted.</p> <p>Advisor Ar. Kun-Chang Yi says that there have probably been more expenses that make up the sum of the missing money.</p> <p>Hon. Sec. replies that if there were expenses those should have been recorded on the last financial report. The President agrees and says that the account has been already audited during Mubasshar's term and that ARCASIA cannot accept to register other old expenses now.</p> <p>Mubasshar will later be asked to explain the situation.</p> <p>Ar. Reyes suggests that Hon. Treas. makes an announcement right before or after the photo recess for the Council, that all Institutes pay before the updated Financial Report is presented to the Council. The suggestion is agreed.</p>	<p>pending action by: Hon. Treas.</p> <p>pending action by: Imm. Past President,</p> <p>pending action by: Hon. Treas.</p>

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
---------	---	-----------------

		<p>Ar. Ashvin Kantilal announces that there will be an expense for the ARCASIA booth at the UIA Congress.</p> <p>The President says that these expenses have been put in the head of expenditures for the years 2011-2012.</p> <p>Hon. Treas. explains the heads of expenditures and the budget estimate.</p> <p>A new income source will be from the advertisement revenues on the online Architecture Asia magazine.</p> <p>The new items in the budget allocation are:</p> <ul style="list-style-type: none"> a. ARCASIA Exhibition in UIA Tokyo b. ARCASIA Fellowship Meeting c. Project related to the MOU w/Regional Organizations d. International Relationship e. ARCASIA Website Renewal <p>Ar. Reyes asks clarifications about the allocation for MOU and the President explains that a budget is allocated to cover eventual expenses to invite guest that come to sign MOUs.</p> <p>Ar. Reyes replies that MOUs are bilateral agreements between organizations that should be willing to visit each other on their own expenses, while accommodation is provided by the country hosting an event.</p> <p>Ar. Siddiqui cites previous agreements where there never was need to pay for other organization flights expenses.</p> <p>The President agrees with the OBs and it is decided that the item related to MOU will be deleted from the budget.</p> <p>Ar. Reyes will search the original Letter of Understanding with AIA and send it to the President, since the original was not found at ARCASIA Archives maintained by PAM.</p> <p>Ar. Balbir says that a budget was already approved at Lahore's Council mtg.</p> <p>The OBs decide that the chart will be rewritten so to highlight clearly the new items to submit to the Council for approval.</p>	<p>pending action by: Advisor Ar. Reyes.</p> <p>pending action by: Hon. Treas.</p>
	1.7	<p>Information about Auditing companies - Hon. Treasurer Ar. Junichi Ito</p> <p>According to ARCASIA rules the Auditing shall be done in the country of the President, but auditing in Japan is very expensive so, at the last OB mtg. in K.L. it was decided that IAB, UAP and HKIA would recover information about prices</p>	

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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	<p>of International auditors in their countries in order to present a comparison to the Council. Only IAB provided a formal cost estimation before today's OB mtg.</p> <p>It is decided that the comparison chart of Auditing companies in Japan and Bangladesh will be submitted to the Council, with the request that to approve that ARCASIA President may be empowered to choose whatever Auditor is cheaper regardless of the country.</p>	<p>pending action by: Hon. Sec., Hon. Treas.</p>
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2.0	ARCASIA Affairs	Status
	<p>2.1</p> <p>Progress about Bank Account change of signatures in Hong Kong - Hon. Treasurer Ar. Junichi Ito</p> <p>Hon. Treas. asks Ar. Kwong to explain why the ARCASIA account signatories have not been changed yet even if all the documents requested by Ar. Poon were submitted.</p> <p>Ar. Kwong explains that the documents prepared by Hon. Treas. for changing the signatures for the ARCASIA account have been received by the Bank in HK, but the bank still needs a letter from the board of directors or an extract of the minutes of the board meeting authorizing the change.</p> <p>Ar. Kwong says that the HK bank recognizes only Directors and not Trustees but ARCASIA has only Trustees.</p> <p>Adviser Ar. Kun-Chang Yi suggests to open a new bank account with the new signatories and to move there all money from the previous bank account by using Ar. Mubasshar's sign.</p> <p>Ar. Siddiqui proposes that the Past President writes a letter authorizing the 3 new signatories and then writes another letter to the Bank telling that the previous signatories have ceased their authority over the bank account.</p> <p>A comment is made that there still is the need of a resolution by the Council. Ar. Kwong and Ar. Reyes propose that the Council approve a resolution stating that ARCASIA Trustees are equivalent to Directors.</p> <p>Ar. Reyes says that at the same time the Council will have to formally approve the change of signatories to Ar. Kunihiro, A. Corbella and Ar. Ito. All OBs agree and 2 resolutions will be asked to the Council accordingly.</p>	<p>pending action by: President</p>

ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
---------	--	-----------------

	2.2	<p>Nomination of person in charge for ARCASIA Bank Account communication - HKIA, Ar. A. Kwong</p> <p>Hon. Sec. announces that the President wrote a formal letter requesting HKIA to nominate somebody to be permanently in charge of handling communications from the HK Bank.</p> <p>HKIA replied by email that Ms. Rita Cheung, HKIA Registrar, is the official nominated person for that role.</p> <p>Ar. Kwong asks the OBs to add her name as the person in charge so that she can go to talk officially with the bank's officials.</p> <p>Hon. Sec. clarifies that the President's request included the V.P. Zone C be the supervisor of HKIA nominated person.</p> <p>The President also explains that miscommunication happen because sometimes OBs act without the full knowledge of their Institute. His request was to assure that HKIA is aware of the issue and that an officially nominated person will assure continuity to the function of handling communications to/from the bank.</p> <p>Ar. Reyes suggests that an architect of HKIA is also made in charge of communications with the bank.</p> <p>The President says that Ar. Thomas Cheung, Chair of the HKIA Committee for ARCASIA matters, might fit this position.</p> <p>The OBs decide to ask the Council to approve the position of Ar. Thomas Cheung and Ms. Rita Cheung, with Ar. Kwong as supervisor.</p> <p>Hon. Sec will then prepare a letter for the bank with these 3 names as representatives of ARCASIA for communications with the bank itself.</p>	<p>pending action by: President, Hon. Sec.</p>
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ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
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	<p>2.3 ARCASIA President Agenda: progress of workgroups - ARCASIA President, Ar. George Kunihiro</p> <p>2.3.1 President calls VP Zone B to report on the progress of workgroup for the “10 yrs growth plan” Ar. Tandanand reports (see attachment) on the topics:</p> <ul style="list-style-type: none"> - Growth in size; - Growth in quality; - Growth in importance; - Growth in Finance <p>2.3.2 VP Zone B reports on the progress of workgroup for the “Continuity” (see attachment).</p> <p>2.3.3 About “Growth and new membership” Ar. Kwong talks about a growth in size, with the number of ARCASIA membership brought to 18th if Laos is accepted at this Council mtg. Possible other candidates might include Brunei, Butan, Birma (Myanmar).</p> <p>About new membership of Cambodia Ar. Kwong that she is not aware of their candidacy. Hon. Sec. confirms that Cambodia Institute's president will be here at the Council only as guest observer because they are still debating internally about the submission of their membership application.</p> <p>2.3.4 The issue of “Funding and sponsorship” has already been discussed by Ar. Tandanand at point 2.3.1.</p> <p>2.3.5 Proposal and program of Social responsibility Committee is read by Ar. Tandanand (attached). More on this subject will be discussed later together with the discussion about the ByLaws.</p> <p>Ar. Balbir mentions the similar work he is doing for the UIA Region IV.</p> <p>The President thanks the Vice Presidents in particular for the implementation plan for the Social Responsibility Committee.</p>	Closed
	<p>2.4 MOU with Other Regional Organizations – ARCASIA President, Ar. George Kunihiro</p> <p>2.4.1 Proposed MOU with AUA, ACE, MASA, RAIA, RNZIA, CAA The President explains that the representative of AUA could not come to the ARCASIA Council and that the MOU will be signed in Tokyo at the UIA Congress.</p>	pending action by: President.

ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
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	<p>The content of the MOU is based on the one ARCASIA already signed with the UIA and is very general. Africa is interested in Asia and viceversa.</p> <p>The President contacted the President of MASA of Central Asia, who said that he will be discussing the possibility of an MOU inside their Council. The President will keep in contact with him.</p> <p>Tokyo Congress will be a good chance also to talk to Selma Harrington and check out the interest of ACE in signing an MOU with ARCASIA.</p> <p>CAA is represented by Ar. Mubasshar so this MOU can also be signed in September at the UIA Congress.</p> <p>The strategy to adopt with RAIA and RNZIA is, as decided at the last OB mtg in KL, to sign an MOU with them so that ARCASIA can have a formal working relation with them without the need to adopt the membership procedure.</p> <p>The President reminds the OBs and the Committee Chairpersons that no one is authorized to formally invite a regional or national architectural organization to ARCASIA membership. This in order to avoid misunderstandings and later complications. All formal contacts and eventual invitations to submit applications must be discussed and approved by the President and the OBs.</p> <p>Ar. Reyes suggests that since Australia and New Zealand Institutes are a country organization and not a regional one, ARCASIA should sign a LETTER of understanding (LOU) instead of a memorandum, which is less formal in its format (a letter from a President to a President) and less binding.</p> <p>Ar. Balbir suggests to adopt as a policy that MOU can be signed only between "organizations" (groups of more Institutes) and not with single Institutes. Organization with an MOU and Institutes with an LOU can be invited to ARCASIA Councils and events as guests.</p> <p>The President and the OBs agree and approve.</p>	<p>pending action by: President.</p> <p>pending action by: President.</p> <p>pending action by: President.</p> <p>Closed</p>
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ARCASIA	3rd OB Meeting Agenda DA NANG	August 15, 2011
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	2.5	New Membership Application: Chinese Taipei, Cambodia, Laos (ALACE) <p>The Hon. Secretary confirms that Laos ALACE President is in DaNang invited by the ARCASIA President as observer to submit officially to the Council his application for membership. He also provided a letter of intent stating that all representatives to ARCASIA will always be architects and he has said that ALACE is in the process of thinking to divide its association in 2 branches for engineers and architects respectively.</p> <p>Cambodia is also in DaNang invited as guest to observe the Council meeting. Cambodia Society of Architects is discussing internally the membership issue.</p> <p>Chinese Taipei still has to be contacted</p>	closed
	2.6	ARCASIA Calendar of Activities – Hon. Secretary <p>Ar. Corbella reports that, as decided at the OB mtg. in KL, he will start soliciting information in October this year for the ARCASIA Calendar of Activity, compiling it with the url links to each Institute's website.</p>	pending action by: Hon. Sec.
	2.7	Nominations for ARCASIA President 2013-2014 Hon. Secretary <p>Hon. Sec. reports that 2 candidates will run for ARCASIA Presidency (term 2013-2014) at the Council meeting:</p> <p>Ar. Tan Pei Ing, Past President PAM Ar. Lalith De Silva, Past President SLIA</p> <p>Application documents (here attached) are shown to the OBs. The same documents will be submitted to the Council for voting.</p> <p>There will be no nomination on the floor, at the Council mtg.</p>	closed
	2.8 2.8.1 2.8.2 2.8.3	Revision of ARCASIA ByLaws <p>Hon. Sec. reads the proposal for the Handover Ceremony, the Inter-Committee meeting and the Social Responsibility committee, and reads also the text to accordingly amend the Bylaws. (all here attached)</p> <p>The OBs approve.</p>	closed

ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
3.0	ARCASIA PROJECTS 3.1	<p>“Architecture Asia”: proposal for renewed format and concept for online version – PAM.</p> <p>The incoming President of PAM, Ar. Saifuddin Ahmad introduces himself to the OBs and ARCASIA President congratulates him for his election. He introduces the project of the online version of AA.</p> <p>Ar. Lee Chor Wah of PAM shows to the OBs a CD with the interactive version of the last issue of AA to be presented to the Council mtg. PAM informs the OBs that it has also opened a temporary website to host the online magazine</p> <p>PAM announces that the online version of AA will start in September 2011 with the next issue. Online access can be granted to everyone. Member Institutes will have privileges to download the flash files and to print the pdf files, while only a selected number of copies will still be printed by PAM in paper: 2 copies per Institute, one for its president and one for archive. Funding will be done by PAM and for these 2 copies, PAM will ask only the postage fee to be paid.</p> <p>PAM says that at the moment the production of the online magazine is not giving a profit and that, on the contrary, it is still a financial burden for PAM but PAM hopes that future revenues from advertising will balance the expenses.</p> <p>Institutes who will procure advertisement to the magazine will retain the 50% of the advertisement revenue, while the other will go to PAM to fund the magazine.</p> <p>PAM asks to retain editorial freedom.</p> <p>The President and the OBs congratulate PAM for the hard and fast work done in so little time since the last OB mtg. in KL.</p> <p>The President agrees with the 50% - 50% revenue share as a good incentive to procure advertisement.</p> <p>Asked to explain the editorial process, PAM explains that it will have an external professional company to create the actual online magazine.</p> <p>The President and the OBs agree with that and with the editorial independence of PAM but require PAM to have its own editorial advisory board in order to advise and supervise the work done by the external company.</p> <p>The procedure is agreed by the participants.</p> <p>closed</p>

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
---------	---	-----------------

	3.2	<p>ARCASIA Timeline Chart (2nd Edition) prof. Abu Sayeed for Ar. Nela De Zoysa</p> <p>Ar. Sayeed introduces the project for a web based timeline chart 2nd edition, made by Ar. De Zoysa.</p> <p>Hon. Sec. reads the paper submitted by Ar. De Zoysa on this subject (here attached) and informs the OBs that according to her cost estimation the web designer will be charging 5,500USD for designing and hosting the site, and that the entire cost of publishing the Timeline Chart online will amount to 25,500USD.</p> <p>The President and the OBs recognize the efforts and work put into this matter by Ar. De Zoysa but they are unanimous in saying that this estimate is too high.</p> <p>Ar. Hussain says that for the exhibition of the Heritage book a timeline chart for each country was printed and displayed and that those data are still available. IAB can provide each Institute with the data and they can easily update it as they wish.</p> <p>The President reminds that Ar. Sayeed, as ACAE Chairman, is in charge of supervising Ar. De Zoysa and he assigns him the task of finding an alternative and more feasible solution to her proposal, by coordinating with Ar. Hussain.</p> <p>The ACAE Chairman says that this is a first exploration by Ar. De Zoysa of the feasibility of an online version of the Timeline and not a final decision on the issue. Therefore this first proposal will not be brought to the attention of the Council. The topic of the Timeline Chart will be deferred and discussed by prof. Sayeed at the time of the ACAE report.</p>	<p>pending action by: Ar. Sayeed</p> <p>closed</p>
	3.3	<p>ARCASIA Heritage book - Ar. Mubasshar Hussain</p> <p>The Immediate Past President requests a slot of time to present to the Council a slideshow about the presentation of the book and the exhibition in Bangladesh. The request is accepted.</p> <p>Ar. Siddiqui reminds the OBs that at the last mtg. he had raised objections to the map of Pakistan as represented on the Heritage book, because it did not follow the UN geographical definitions.</p> <p>IAP has received a copy of the book from Ar. Hussain.</p>	closed

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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		<p>This book, after having been studied by the IAP Council members, has been rejected as being contrary to the policies of the Pakistani government and those of IAP.</p> <p>IAP President will bring this issue to the Council and IAP will not be able to buy the book as it is now.</p> <p>Ar. Verma proposes that the VP Ar. Siddiqui chair a meeting between IAP and IIA's Presidents to try to seek a final solution to this issue before going in front of the Council.</p> <p>Ar. Siddiqui answers that IAP is not able to compromise as also ARCASIA rules state precise procedures for maps.</p> <p>Ar. Tandanand says that in the Heritage book also half of the south part of Thailand has been taken over by Malaysia, so it's his opinion that these are just graphic errors more than anything else.</p> <p>Ar. Siddiqui says that the mistake was originated by accepting a request of correction from India without informing Pakistan or asking Pakistan for its opinion on the matter. He also says that the draft sent to IIA was different from the draft received by IAP.</p> <p>He therefore asks that it be recorded on the minutes that all future maps used by ARCASIA for its member Institutes' territories should conform to the UN definitions.</p> <p>The President requests Ar. Hussain to produce somehow an errata corrigé and an official communication by the editors announcing that there has been an unintentional mistake in the graphic representation of some maps and that these maps should instead conform to the UN definitions.</p> <p>He also requests IAP, IIA, Ar. Siddiqui and Ar. Hussain to have a private meeting and come up with a solution to present to the Council.</p>	<p>pending action by: Imm. Past President, VP Zone A</p>
	3.4	<p>Distribution of ARCASIA books - Ar. Yolanda D. Reyes</p> <p>Ar. Reyes sent to the Hon. Treasurer the list of ARCASIA Books printed and distributed. The Hon Treasurer emitted a separate invoice for this cost to each Institute.</p> <p>This topic has been discussed at point 1.6.</p>	<p>closed</p>
	3.5	<p>ARCASIA Website update and domain renewal Hon. Secretary Ar. Marco Corbella</p> <p>Hon. Sec. reports that ARCASIA will continue with the practice of uploading on the website documents relevant to</p>	

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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		OB mtgs. and Council mtgs. and to distribute meetings' documents on USB flash memories in order to implement paperless meetings and increase the sustainability of ARCASIA procedures. The domain name has been renewed by KIRA.	closed
	3.6	<p>Preparation of the ARCASIA Exhibition at the UIA 2011 Tokyo Congress – Ar. Ashvin Kumar, Ar. George Kunihiro</p> <p>Hon. Sec. explains that SIA has been working very hard to organize the ARCASIA booth at the UIA Tokyo Congress and shows the booth design and location at the Tokyo International Forum.</p> <p>Ar. Kantilal explains that the booth, due to its proximity to the fire exit, will have only two walls. He also explains that instead of editing the material received from the Institutes SIA decided to just show on the three screens the material as received by the following Institutes:</p> <p>Institute of Architects Bangladesh (IAB) Architectural Society of China (ASC) Hong Kong Institute of Architects (HKIA) Japan Institute of Architects (JIA) Association of Siamese Architects (ASA) Pertubuhan Akitek Malaysia (PAM) Institute of Architects Pakistan (IAP) United Architects of Philippines (UAP) Singapore Institute of Architects (SIA) Sri Lanka Institute of Architects (SLIA)</p> <p>KIRA had asked for and was granted an extension of the deadline for submission but at the end did not submit.</p> <p>All application forms for the booth have been submitted to the UIA Secretariat and the Hon. Treasurer will arrange for the payment of the options requested (the booth itself if for free). The cost is estimated to be about 5,000USD which is about the same amount spent in Turin in 2008.</p> <p>ARCASIA President says that he is also trying to arrange a lounge for ARCASIA members and possibly some limited refreshment service.</p> <p>The OBs thank and congratulate SIA and ASA for their effort in the organization of this exhibition.</p>	closed
4.0	UPDATES FROM ZONAL VPs		

ARCASIA	3 rd OB Meeting Agenda DA NANG	August 15, 2011
---------	--	-----------------

	<p>4.1 Zone-A - Ar. Kalim A. Siddiqui Ar. Siddiqui presents his report to the OBs. Showing a comparative table of his zone's Institutes he notes that none of the countries of his zone has a formal CPD program. The seminar and workshops do not give formal credits for CPD. He advocates some kind of platform to group together the Institutes's members and establish a common system of CPD (maybe CPD ARCASIA) that can be gained at anyone of the zone's country. He also shows a Powerpoint presentation about each Institute's activity.</p>	Closed
	<p>4.2 Zone-B - Ar. Sathirut Tandanand Ar. Tandanand focuses his report on Professional Practice and says that countries of Zone B have pretty much the same recurring issues. These shall be debated as frequently as possible and this will hopefully happen with the adoption of electronic meetings that ARCASIA President is advocating.</p>	Closed
	<p>4.3 Zone-C - Ar. Anna Kwong Sum-yee Ar. Kwong reports about the latest events of her zone's Institutes. HKIA has initiated some sport events, trying to organize a football match with Macau and China. KIRA has also started the same kind of activities with ASC a few years ago. She is willing to bring new people to ARCASIA and she is proposing to have some sort of pre-meetings between ARCASIA delegates of Zone C in occasion of each Institute's event, so to discuss more about common issues.</p> <p>ARCASIA President proposes to have OB meetings through Webex as it happened for the last ARCASIA Awards screening. This system was web based and it was free thanks to the Chairman of the ARCASIA Awards who involved Cisco company in Vietnam to sponsor the meeting. It was efficient because judges could look at 132 projects and discuss them while being at their offices. Possibly Cisco could be involved again if we put their advertisement on the AA online magazine and sponsor some of the future meetings of ARCASIA.</p> <p>When the OB meeting happens in coincidence with an Institute official event OBs can meet in person but in other cases they could meet virtually, so we can increase the number of meetings but conduct them economically.</p> <p>If Cisco could come to present this idea to the Council it would be great. This has to be checked with Ar. Phe.</p>	<p>Closed</p> <p>pending action by: President, VAA, Ar. Phe</p>

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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		<p>Ar. Verma says that having a teleconference in between 2 OB mtgs would help a lot.</p> <p>Ar. Siddiqui says that Webex system is very useful because it allows for file sharing and real time visualization of any file on a shared virtual desktop.</p> <p>The OBs agree with this proposal of having virtual meetings in the periods between physical OB meetings.</p>	Closed
5.0	OTHER ISSUES	.	
		<p>Ar. Reyes asks permission to invite the President of UAP to speak to the OB and the permission is granted by ARCASIA President.</p> <p>The President of UAP Ar. Mendoza reminds that at the last OB mtg. in Malaysia, there has been an informal talk about the possibility to discuss in depth all issues of ARCASIA related to Social Responsibility at a National Forum or Congress of one member Institute, possibly the Philippines.</p> <p>He announces UAP's offer to host the next OB meeting in the Philippines on the 1st week of February or the 3rd week of April, if the OBs officially agree, together with other UAP events.</p> <p>After considering other Institutes' events in that period, the OBs decide to accept UAP offer and to have the next mtg. in the first week of February in the Philippines.</p> <p>UAP President will announce this at the Council mtg.</p> <p>ARCASIA President and the OBs thank UAP for the generous offer.</p> <p>Ar. Verma asks that on the opening of the Council mtg., the Institutes that did not yet provide the names of their delegates to the ACPD and ACGSA committees do so.</p> <p>Ar. Kantilal complains about the lack of discipline in discussing the topics in Agenda and in time keeping.</p> <p>He kindly asks the participants to have more self discipline, to come on time, to speak only for the amount of time assigned and not to go off topic, so to keep meetings short and efficient. He requests that in future meetings someone keep count of the time assigned to each speaker and that discussions off-topic shall be not allowed.</p> <p>The President replies that in this OB mtg. was important to spend time to discuss the items to bring to the Council but he also assures Ar. Kantilal that what his requests will be fulfilled at the Council meeting and from now on also on the OB mtgs.</p>	<p>closed</p> <p>closed</p> <p>closed</p>

ARCASIA	3rd OB Meeting Agenda <i>DA NANG</i>	August 15, 2011
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		Adjournment Having all the issues been discussed, the President thanks all the participants of the O.B. meeting for their contribution, thanks VAA for its kind hospitality and adjourns the meeting.	closed
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