

ARCASIA, ARCHITECTS REGIONAL COUNCIL OF ASIA

June 16, 2012

Venue: The Expo and Convention Center, Lahore, Pakistan

**Agenda :****Session-1, 8:30 -9:30****1.0 Convening of the Office Bearers Meeting and Financial Updates**

- 1.1 Welcome Remarks - ARCASIA President, Ar. George Kunihiro
- 1.2 Welcome Remarks – IAP President Ar. Shahab Ghani Khan
- 1.3 Acknowledgements - Hon. Secretary Ar. Marco Corbella
- 1.4 Adoption of the Agenda - Ar. Corbella
- 1.5 Adoption of the Minutes of the 4th OB Meeting in Boracay - Ar. Corbella
- 1.6 Financial Updates - Hon. Treasurer Ar. Junichi Ito
 - 1.6.1 Financial Updates
 - 1.6.2 ARCASIA money at KIRA
- 1.7 Auditing companies - Ar. Ito
- 1.8 Directors change for ARCASIA incorporation

Session-2, 9:30 – 12:00**2.0 ARCASIA Affairs**

- 2.1 President Agenda: progress of workgroups - Ar. Kunihiro
 - 2.1.1 Workgroup on "10 yrs growth plan" – V.P. Zone B, Ar. Satiruth Nui Tandanand
 - 2.1.1.1 Membership: ALACE Architectural Division
 - 2.1.1.2 Growth in Quality
 - 2.1.1.3 Growth in Importance
 - 2.1.1.4 Growth in Finance
 - 2.1.2 Workgroup on "Continuity" – V.P. Zone A, Ar. Kalim Siddiqui,
 - 2.1.3 Workgroup on "Growth and New Membership" – V.P. Zone C, Ar. Anna Kwong Sum-Yee
 - 2.1.3.1 New Applications – Chinese Taipei, Cambodia (Brunei, Buthan)
 - 2.1.4 Workgroup on "Funding and sponsorship" – 3 Zonal V.P.
- 2.2 MOU with Other Regional Organizations - Ar. Kunihiro and V.P.s
 - 2.2.1 Setup of a committee/workgroup to create framework for international agreements' policy
 - 2.2.2 Signed MOU with AUA and MASA: practical implementation
(facilitator, exchange information, tours, etc...)
 - 2.2.3 Progress Discussion with ACE
 - 2.2.4 Progress Discussion with CAA and possibility of LOU with the RAIA, RNZIA
- 2.3 ACA in Bali: progress report - Ar. Corbella

Lunch Break , 12:00 -13:00**Session-3, 13:00 – 14:00****3.0 ARCASIA Projects**

- 3.1 ARCASIA Timeline Chart (2nd Edition) – Ar. Corbella
- 3.2 ARCASIA Heritage book corrige - Ar. Corbella
- 3.3 Distribution of ARCASIA Books – Ar. Ito, Ar. Corbella
- 3.4 ARCASIA Award book proposal - Ar. Kunihiro, Ar. Tandanand
- 3.5 ARCASIA newsletter proposal - Ar. Kunihiro, Ar. Ito
- 3.6 Webex conference system and Cisco sponsorship – Ar. A. Kwong

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Session-4, 14:00 – 15:00

4.0 Updates and Follow up Reports from the Zonal Vice Presidents

- 4.1 Zone-A, Ar. Siddiqui
- 4.2 Zone-B, Ar. Tandanand
- 4.3 Zone-C, Ar. Kwong

Session-5, 15:00 – 17:00

5.0 Reports by the Chairmen of ARCASIA Committees

- 5.1 ACAE report – ACAE Chairman, Ar. Abu Sayeed
- 5.2 ACPP report - ACPP Chairman Ar. Balbir Verma
- 5.3 ACGSA report - ACGSA Chairman, Ar. Ashvinkumar
- 5.4 ACSR report - ACSR Chairman, Ar. Joseph Kwan
- 5.5 ARCASIA Fellowship report - Fellowship Chairman, Ar. Nela De Zoysa
- 5.6 Inter-committee (ACPP, ACGSA, ACAE, ACSR) meeting: joint report
 - 5.6.1 Chairmen suggestions on ARCASIA Committees Deputy Chairman automatic elevation to Chairman

6.0 Other Issues

- 6.1 AA magazine – ARCASIA President Elect, Ar. Tan Pei Ing

Adjournment

1.0	Convening of the Office Bearers Meeting and Financial Updates	Status
Meeting Attendees:	President Ar. George Kunihiro President Elect Ar. Tan Pei Ing 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, Chairman ACPP Ar. Balbir Verma, Chairman ACGSA Ar. Ashvinkumar Chairman ACSR Ar. Joseph Kwan Chairman Fellowship Ar. Nela De Zoysa IAP President and host, Ar. Shahab Ghani Khan Observer, IAP Ar. Akeel Bilgrami Observer, IAP Ar. Ahmad Mirza	
1.1	Welcome Remarks - ARCASIA President, Ar. George Kunihiro ARCASIA President convenes the meeting by thanking Institute of Architects of Pakistan (IAP), the V.P. Zone A Ar. Kalim Siddiqui and IAP President, Ar. Shahab Ghani Khan, for the hospitality..	closed
1.2	Welcome Remarks – Host. Ar. Siddiqui Ar. Siddiqui welcomes the participants to the ARCASIA 5 th 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	closed

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		last OB mtg., all documents are available only in electronic format on a USB flash memory kindly provided by IAP. The same documents are projected on a big screen for those without laptop.	
	1.4	<p>Adoption of the Agenda - Hon. Secretary</p> <p>The Agenda is read and adopted by the Office Bearers.</p>	closed
	1.5	<p>Adoption of the Minutes of the 3rd_OB_Meeting in Da Nang, Vietman - Hon. Secretary Ar. Marco Corbella</p> <p>The Meeting Minutes of the previous OB mtg. in DaNang, already circulated among the Office Bearers, are put forth for adoption and are seconded by all present.</p>	Closed
	<p>1.6</p> <p>1.6.1</p> <p>1.6.2</p>	<p>Financial Updates - Hon. Treasurer Ar. Junichi Ito</p> <p>Financial Updates</p> <p>Hon. Treas. reads the latest update of the Financial report. The total balance of the funds is 61,414.87USD. This includes money that has been previously registered as received but that actually is yet to be credited to ARCASIA bank account (fields in blue in the Financial Statement attachment).</p> <p>UAP subscription money for 2010, which had been wired to the wrong address in Bangladesh, has still to be credited on ARCASIA bank account. Same for UAP dues for AA magazine postage and the History book.</p> <p>ARCASIA money at KIRA</p> <p>KIRA previously used 4000USD from the Fellowship Fund to open the ARCASIA bank account at Hong Kong bank.</p> <p>The Hon. Treasurer is trying to confirm the deposit of the 4000USD but to obtain a full history of transactions from HSBC, complete with dates and names, is complicated, time consuming and costly.</p> <p>Hon. Treasurer suggests to have the internet banking functionality so to be able to operate and check the account status in real time without having to bother HKIA all the times for any little communication or request of information to the bank.</p> <p>The Office Bearers after debating on the pros and cons of this proposal decide to adopt it so to enable the future presidential team to operate swiftly and efficiently the account.</p>	

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		<p>Ar. Anna Kwong gives the Hon. Treasurer the application forms to be submitted to the bank for this purpose.</p> <p>Ar. Ito will fill these forms and give them to Ar. Kwong before her departure from Lahore, and she will bring them to the bank in Hong Kong.</p> <p>It is decided that ARCASIA President will bear the responsibility for the security of the internet banking access codes, for the process with which he will handle them and for how to delegate his functions to his executive team (Hon. Sec. and Hon. Treas.).</p> <p>The password security will be doubled by the presence of a dongle key.</p>	Closed
	1.7	<p>Information about Auditing companies - Hon. Treasurer Ar. Junichi Ito</p> <p>At the last Council mtg. it was approved that ARCASIA President has the authority to appoint an Auditing company wherever it is cheaper, in the member Institutes' countries.</p> <p>The Auditing company in Bangladesh, Masih Muhith Haque & Co., Chartered Accountants, who served as auditors of ARCASIA during the previous period 2009-2010, had submitted an offer of 500USD and it has been reconfirmed for the current period.</p> <p>Ar. Ito reports that repeated emails to this company went unanswered. Ar. Mubasshar and Ar. Ishtiaque have been contacted and asked to collaborate in getting an answer from the Auditors so to finalize a contract.</p> <p>Ar. Ashvinkumar proposes to have a contingency plan in case the company will not answer or accept the job for ARCASIA.</p> <p>The President agrees and says that he will contact a Japanese accountant to see how long it will take to prepare an Auditing Report in Japan.</p>	<p style="text-align: center;">pending action by: Past President, Ar. Mubasshar Hussain.</p> <p style="text-align: center;">pending action by: President</p>

	1.8	<p>Directors change for ARCASIA incorporation - Hon. Secretary Ar. Marco Corbella</p> <p>The incorporation law of the Philippines requires that the trustees are appointed or reconfirmed every two year. Their term coincide with the presidential term. Three of them must be Philippine nationals.</p> <p>Ar. Kwong proposes to have a trustee from Hong Kong but the proposal is not approved by the O.B.s.</p> <p>Ar. Siddiqui suggests that the trustees be permanent so not to burden more the Office Bearers with other duties.</p> <p>Ar. Pei Ing suggests to inquire with UAP about the cost of changing the trustees regularly at the end of their term, saying that if it is not costly then is better to avoid any permanent position that usually hamper efficiency.</p> <p>The O.B. decide that to adopt the suggestion of Ar. Pei Ing and, in case the change procedure is not excessively costly, to adopt a system of rotation for the trustees every 2 years in coincidence with the Presidential term of ARCASIA:</p> <ul style="list-style-type: none"> - 3 trustees of Philippine nationality - 2 other trustees shall be the current ARCASIA President and the Immediate Past President, so that every 2 years only one of them is substituted therefore assuring continuity. 	<p>pending action by: Hon. Secretary.</p>
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		ARCASIA Affairs	Status
:	2.1	<p>ARCASIA President Agenda: progress of workgroups - ARCASIA President, Ar. George Kunihiro</p> <p>The President reads his report, here attached. The President thanks the people in charge of the workgroups for the great work they have been doing and call them to present the recent updates.</p>	
	2.1.1	<p>Workgroup on 10 yrs growth plan – V.P. Zone B, Ar. Satiruth Nui Tandanand</p>	
	2.1.1.1	<p>Ar. Tandanand reports Laos' ALACE in progress of establishing a separate division for registered architects that will be represented at the ARCASIA meetings. By the time of the next Council mtg. in Bali everything should be in order and Ar. Tandanand will keep following the issue and report again.</p>	

		<p>Cambodia's Institute President was contacted by email but Ar. Tandanand had no reply.</p> <p>The President says that he will give Ar. Tandanand the business card of Sin Sochiet so that he can try to call him by phone.</p> <p>Ar. Tandanand also reports that he is trying to establish a contact with Myanmar which is in an early stage of setting up an architectural association and it is still not part of the UIA.</p> <p>Ar. Balbir Verma adds that he will also contact some architects from Myanmar living in India.</p> <p>The President says that it would be better to get Myanmar on board in ARCASIA before they are contacted by UIA, to show that ARCASIA cares about its friends in Asia and can help them when needed.</p> <p>Ar. Tandanand says that since they are part of ASEAN they may be contacted through ASEAN architects.</p> <p>Ar. Ashvinkumar suggests that the President Elect contact them so to show a guarantee of continuity in the will to let them join ARCASIA.</p> <p>The President and the OBs agree and it is decided that Ar. Tan Pei Ing will lead a project to contact Myanmar, with Ar. Tandanand helping her.</p> <p>2.1.1.2 Growth in Quality Ar. Tandanand shows a draft of a report on CPD programme, here attached, that was requested to him at the last OB meeting.</p> <p>2.1.1.3 Growth in Importance Ar. Tandanand reminds the OBs of the importance of a tie up with NGOs and other humanitarian international organizations, such as the Asia Disaster Preparedness Center in Thailand. Or other organizations for social responsibility and housing.</p> <p>2.1.1.4 The growth in finance will be discussed later at point 2.1.4 of the agenda.</p> <p>2.1.2 VP Zone A reads his reports on the progress of workgroup for the "Continuity" (see attachment).</p> <p>The President thanks Ar; Siddiqui for his good report.</p>	<p>pending action by: President Elect and V.P. Zone B.</p>
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Ar. Siddiqui suggests to collect photos, videos and other material about previous ARCASIA events, that may be used for PR purposes.

Ar. Tandanand suggests that this work be part of the preparation of the sponsorship package.

The President agrees and suggests that any video or presentation should be preferably kept under 7 minutes of length in order to be effective in attracting the attention of the audience.

About "**Growth and new membership**" Ar. Kwong reads her report, here attached.

Ar. Kwong says that the President of ASC will come to Hong Kong next week and on that occasion she will talk to him about the membership of Chinese Taipei.

The President says that many point of the report are about individual membership while, instead, ARCASIA is not based on individual membership but on Institutes.

The College of Fellows proposed by Ar. Kwong is not in line with ARCASIA rules. The President once again underlines that there is no such thing as an "F-ARCASIA" like F-AIA because ARCASIA is not like AIA. There is a Fellowship Committee but not fellows.

About new membership, the President says that is important to identify which countries and which institutes to target and contact. When there is no institute in a country, ARCASIA can help the architects there to set it up.

Ar. Verma reminds the O.B.s that ACS has already accepted Chinese Taipei membership with the only condition that they will be called with that name and not Taiwan.

It is decided that when Ar. Kwong will go to Taipei on the 25th, she will bring with her a letter by ARCASIA President, inviting them officially to consider joining ARCASIA.

Ar. Joseph Kwan proposes to invite them to Bali Council.

Ar. Verma asks the Hon. Sec. to check if there are any rules that mandate a Council approval for inviting observers or if that is a prerogative of the President.

Ar. Ashvinkumar says that since this issue was already discussed in Vietnam, at the last Council, the President can simply send a note to all Institutes stating his intentions and asking if there are any objections. All agree.

pending
action by:
President,
V.P. Zone C

pending
action by:
President

	<p>2.1.4</p>	<p>About Brunei Ar. Ashvinkumar says that since they have not contacted us yet, we can wait before inviting them to a Council. The case of Chinese Taipei is different because they had demonstrated a will to join, previously.</p> <p>Also he says PUJA from Brunei is similar to ALACE, ie membership is from the Engineers, Architects and Surveyors and that we should find out more about how the Architects operate and what they are doing to obtain their independence. Thus, any current attempts to contact PUJA may jeopardize the Architect's position.</p> <p>Since the Past President of SIA is very active in Brunei, Ar. Ashvinkumar will see if he can get more information from him.</p> <p>The President agrees to the necessity of preparing a package for application, including a pamphlet, video, conditions and all needed documents.</p> <p>Ar. Siddiqui is assigned the task of preparing a powerpoint or movie presentation.</p> <p>Ar. Kwang offers to prepare a brochure in Chinese and simplified Chinese.</p> <p>Ar. Verma objects that the official language of ARCASIA is English and the President decides that Ar. Kwang will prepare a brochure in English.</p> <p>Growth in finance</p> <p>Ar. Tandanand shows his sponsorship proposal, here attached.</p> <p>He talked with companies in Thailand, about a sponsorship of 50.000USD for 2 years. Some, like Jo-Tun, are ok with it because they can divide the cost among the different countries offices.</p> <p>The President says that is important to give the sponsors the feeling that they can participate and contribute not only with money but by organizing programs, dinners etc...</p> <p>Ar. Tan Pei Ing says that a drain system company in Malaysia is committed to contribute to projects on social responsibility and that they would like to send a delegation to the Council.</p> <p>The President replies that she can introduce them on stage as the sponsors for the next term.</p> <p>Ar. Tandanand proposes that there be 1 package for general sponsorship and another one more project specific.</p> <p>Ar. Kwang suggests to set up a foundation to accept donations.</p>	<p>pending action by: Ar. Ashvinkumar</p> <p>pending action by: V.P. Zone A</p> <p>pending action by: V.P. Zone C</p>
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		<p>The President says that it may be done later when ARCASIA will be plenty of sponsorship money but that, at this moment, it is better not to complicate the matter further and therefore ARCASIA will not set up any new foundation.</p> <p>Ar. Siddiqui also clarifies that ARCASIA is not searching for donations but for partnerships. A percentage of the projects specific sponsorship can maybe go to the general sponsorship of ARCASIA.</p> <p>Ar. Tandanand says that the President must have the capacity to sign contracts for sponsorship.</p> <p>The president replies that signing should be not a private matter but be held publicly as a ceremony, with a press conference and a lot of publicity.</p> <p>It is decided that the Hon. Sec. will circulate a sponsorship package draft to the Institutes with a deadline for answering or silently approve so that potential sponsors can already appear at the next Council.</p> <p>It is also decided that there will be 3 types of sponsorship: 1 Platinum (50,000USD), 3 Gold (30,000USD) and 5 Silver (10,000USD). Only 1 company in each business field (for example paint, stone etc..) is allowed in each sponsorship category.</p>	
	<p>2.2</p> <p>2.2.1</p>	<p>MOU with Other Regional Organizations – ARCASIA President, Ar. George Kunihiro</p> <p>Setup of a committee or workgroup to create framework for international agreements' policy</p> <p>Hon. Sec. reads the list of past Presidents that has been sent by Ar. Yolanda Reyes and reads the MOUs that have been signed during the last 4 presidential terms.</p> <p>2011 -2012 GEORGE KUNIHIRO (JIA): MOU: UIA, AUA, ACE, MASA Other agreements: TANGIERE DECLARATION (ARCASIA/AUA/ACE)</p> <p>2009 -2010 MUBASSHAR HUSSAIN (IAB) No agreements signed.</p> <p>2007 -2008 KUN CHANG YI (KIRA) No agreements signed</p> <p>2005 -2006 YOLANDA D. REYES (UAP) MOU: UIA, AIA</p>	

		<p>The President says that the Tangiere Declaration has been misunderstood by the UIA that replied that a regional organization has no right to request anything to UIA.</p> <p>In reality the spirit of the declaration was to encourage the active cooperation of regional organization with UIA programs because regional organizations are more effective in mobilizing resources and can be a reliable partner to UIA.</p> <p>ARCASIA is already working closely with Ar. Esa Mohamed who is the Vice President of Region IV and having the UIA Region IV meetings in occasion of ARCASIA events, so to facilitate the participation of key players to the discussion on common themes.</p> <p>Fortunately this misunderstanding has been resolved and the UIA President has already invited the Vice President to go and talk with regional institutes.</p> <p>Ar. Albert Dubler sent an informal memo of the meeting in Amsterdam, and AUA/ARCASIA/ACE have published the minutes of the meeting.</p>	Closed
	2.2.2	<p>Implementation of MOU with AUA.</p> <p>The President informs the OBs that AUA has been very active.</p> <p>Recently Congo Institutes of Architects protested with the government because a foreign company worked there without partnering with a local office.</p> <p>It seems that the Congolese protested to UIA but are convinced that UIA is not effective in resolving conflicts AUA contacted ARCASIA. This company, though Japanese, is not a JIA member and therefore JIA cannot do anything on this issue as well.</p> <p>Since this was a project somehow linked to the Japanese government it seems that as a consequence of Congo protest, their delegates have faced difficulties in getting the VISA to come to Tokyo in occasion of the UIA Congress. Five of their delegates could not get the VISA and neither a refund.</p> <p>AUA also organized a workshop and kindly asked ARCASIA to send delegates. This time the announcement was made too late but in September there will be a "World Urban Forum" and maybe ARCASIA Institutes will be able to send some people.</p>	closed
	2.2.3	Not discussed.	
	2.2.4	Not discussed.	

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3.0	ARCASIA PROJECTS	Status
	<p style="text-align: center;">3.1 ARCASIA Timeline Chart – Hon. Sec.</p> <p>No report from ACAE Chairman.</p>	closed
	<p style="text-align: center;">3.2 ARCASIA Heritage Book Corrige – Hon. Sec.</p> <p>No news on this issue from Ar. Mubasshar and ar. Sayeed. The Office Bearers hope that the instructions agreed at the last Council meeting in Vietnam, will be fulfilled and the issue settled before the next Council meeting in Bali.</p>	pending action by: past President, Ar. Hussain
	<p style="text-align: center;">3.3 Distribution of ARCASIA books – Hon. Sec.</p> <p>Hon. Secretary shows an email and a chart kindly sent by Ar. Yolanda Reyes on this issue. There are still 45 books available and at the disposal of the President for P.R. and other purposes.</p> <p>The O.B.s suggest to give 1 book to each speaker at Bali as present, and request the Hon. Sec. to write to IAI to know the number of speakers and books needed. Other books could be distributed to students at the Student's Jamborree.</p> <p>Ar. Pei Ing also asks to receive 20 copies in Bali.</p>	pending action by: Hon. Sec.
	<p style="text-align: center;">3.4 ARCASIA Award book proposal – President Ar. Kunihiro</p> <p>Ar. Tandanand reports that Li-Zenn publishers withdrew their offer of support for this project because it is their opinion that it will be not commercially viable.</p> <p>Ar. Reyes contacted AAM and she confirmed that AAM is positive in taking the lead on this project and start searching for sponsorship.</p> <p>The President asks for the O.B.s opinion on the nature of this book: should this be a one-time issue or something that will be repeated?</p> <p>Ar. Siddiqui asks how many awards have been awarded and Ar. Akeel Bilgrami replies that there have been 20 years of awards or 10 cycles, and he suggests to have a small booklet that will be updated every two years.</p> <p>Ar. Pei Ing says that in that case the award can become easily a special issue of Architecture Asia magazine.</p> <p>It is decided that every two years the results of the awards will be published on a special issue of AA and that separately, AAM will be put in charge of a book on the history of the award from the origins up to the present.</p>	pending action by: Advisor, Ar. Reyes and AAM

	3.5	<p>ARCASIA newsletter proposal – Hon. Treasurer</p> <p>The Hon. Treasurer, Ar. Ito, shows a format to the O.B.s. and informs that no Institute answered his call for an image and a few words of news.</p> <p>The President says that all Institutes already prepare these information for their internal use and magazines and that therefore it should be only a matter to forward them to ARCASIA.</p> <p>Ar. Tandanand inform the President that many Institutes may not have the material available in English as it happens for ASA whose newsletters are all in Thai language.</p> <p>The President replies that the 200 words requested are a bit more than those for Twitter, and suggests that each Institute picks up a young person who does regularly Facebook and that is used to express his thought in few words.</p> <p>Another alternative could be to make a 1 page only newsletter, not with mandatory information by all Institutes but only by a few Institutes each time (those who do have news and are willing to send them over). More or less like the UIA newsletter.</p> <p>The Hon. Treasurer, in charge of this project, will recirculate the request.</p> <p>The newsletter will be circulated in electronic format only.</p>	<p>pending action by: Hon. Treas.</p>
	3.6	<p>Webex conference system – Ar. Anna Kwong</p> <p>Ar. Kwong says that there have been no replies from Dr. Phe about the possibility of having Cisco giving free Webex access as a type of corporate sponsorship to ARCASIA.</p> <p>The President says that he will contact Cisco Japan to inquire about costs.</p>	<p>pending action by: President.</p>
4.0	UPDATES FROM ZONAL VPs		
	4.1	<p>Zone-A - Ar. Kalim A. Siddiqui</p> <p>Ar. Siddiqui presents his report to the OBs (here attached).</p> <p>Nepal to be contacted by Hon. Sec. and to be reminded of the presentation in Bali..</p>	<p>pending action by: Hon. Sec.</p>

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	4.2	Zone-B - Ar. Sathirut Tandanand Ar. Tandanand says that the Tri-nation meeting has been held in April with each Institute focused on its strengths. Among items discussed were recent architects graduates, cross border training. Contacts have been established with JIA on possible exchange program of graduate architects. The next Tri-nation event will be in Kuala Lumpur in July.	
	4.3	Zone-C - Ar. Anna Kwong Sum-yee Ar. Kwong reads her reports (here attached). Among the items discussed are football match and the matter of the architect title and CPDs in H.K.	closed
5.0	REPORTS BY COMMITTEES CHAIRMEN		
	5.1	ACAE report – Hon. Secretary Prof. Sayeed could not attend the meeting and no report is given this time.	
	5.2	ACPP report - ACPP Chairman Ar. Balbir Verma Ar. Verma reads the report here attached. HKIA is asked to prepare a draft on CPD and distribute it to the Office Bearers by the end of July.	pending action by: Ar. Anna Kwong.
	5.3	ACGSA report - ACGSA Chairman, Ar. Kantilal Ar. Ashvinkumar reads his report, here attached and says that all data will be shared with ARCASIA Institutes. ARCASIA can take the lead in UIA on the sustainability issue. The President says that a framework like this is flexible enough to be adopted by other Institutes in other environments.	
	5.4	ACSR report and preview of presentation to UAP Summit - ACSR Chairman, Ar. Joseph Kwan Ar. Kwan reads his report, here attached. The video on accessibility will be shown to the public at the IAP Symposium.	
	5.5	ARCASIA Fellowship report - Chairperson Ar. Nela De Zoysa Ar. De Zoysa reads her report, here attached. Again it is confirmed that there will be no titles such as F-ARCASIA (like F-AIA) and that there are no Fellows, as	

		<p>such, but only a committee for Fellowship purposes and as think tank (pool of expertise).</p> <p>About the cost for the proposed participation of Ar. Gita Balakrishnan (3 nights accommodation and the airfare ticket), the Office Bearers ask Ar. De Zoysa to check if there is the possibility that a Fellowship member already scheduled to attend the event may lead the event for free on a volunteer basis. Possibly such events should not create further costs to the host or to ARCASIA.</p> <p>It is also proposed that Ar. Gita Balakrishnan may eventually be involved with the student events as well as with the Fellowship event, if IAI requires or needs her help.</p>	<p>pending action by: Fellowship Chairman.</p>
	5.6	<p>ARCASIA Inter-committee (ACPP, ACGSA, ACAE, ACSR) meeting: joint report</p> <p>Ar. Balbir Verma reads the draft of the amendments of the ByLaws, here attached. The main changes are the system of rotation of the President of the AIC instead of nomination, and the system of continuity based on Deputy Chairmen that automatically become Committee Chairmen after 2 years.</p> <p>Ar. Pei Ing comments that the complimentary registration for Committee members (one from each Institute) to attend ACA and Forum, as proposed by Ar. Verma will put an extra burden on the host.</p> <p>Ar. Ashvinkumar replies that the goal of offering complimentary registration is to get more participation from the Institutes.</p> <p>Ar. Siddiqui suggests to leave this decision to the Institutes that host the ARCASIA events. Making it compulsory will strain too much the budget of some Institutes.</p> <p>Ar. Verma reminds that ACAE delegates already get two free registration and hospitality.</p> <p>Ar. Akeel Bilgrami replies that these two delegates usually are the President and the Education Committee representative of that Institute.</p> <p>Ar. Verma asks to be allowed to send to the Institutes a request of official nominations for the committees chair and deputies.</p>	<p>pending action by: ACPP Chairman.</p>

6.0	OTHER ISSUES		
	6.1	<p>Architecture Asia magazine - Ar. Tan Pei Ing</p> <p>The President Elect, Ar. Pei Ing. informs the O.B.s that there are two main problems that AA is currently facing:</p> <ul style="list-style-type: none"> - Poor readership - Poor contribution by Institutes about publishing material <p>Because the number of printed copies was reduced to just 2 copies for each Institute, and because the number of hits on the AA website has been very low, the attractiveness of the magazine to sponsors has dropped.</p> <p>The magazine needs at least 2 advertisements per issue in order to cover at least the expenses of shipping the printed version to the Institutes.</p> <p>The President says that he is very disappointed about the way the Institutes had responded to the hard work and passion with which PAM has been working on this project.</p> <p>Ar. Tandanand suggests that maybe by accepting entries directly from Institutes' members the contribution quality and quantity might improve.</p> <p>Ar. Pei Ing replies that this idea has always encountered some resistance for sake of a better control on who is going to represent each country on AA.</p> <p>The President says that the goal of AA is to get publicity and that therefore editors should be able to pick whatever is nice of Asian architecture or of architecture in Asia or of works of Asian architects abroad.</p> <p>It is decided that AA will have the freedom to choose the material to be published from direct submissions from Institutes' members and that PAM and AA editors will circulate a draft to the Institutes for them to review the issue before publishing. A deadline for comments and objections will be notified, after which the issue will be considered automatically approved.</p> <p>This will streamline the editorial process and hopefully provide a fresh stream of interesting material to the magazine.</p>	<p>pending action by: PAM, AA editors.</p>
		<p>Having completed all discussions the OB meeting is adjourned.</p>	