

## **RSSAC Teleconference Minutes**

28 August 2014 | 14:00 UTC

[icann.adobeconnect.com/rssac](http://icann.adobeconnect.com/rssac)

Adigo Conference Bridge: 8365

### **Attendance**

A/J Brad Verd  
B Bill Manning  
C Hank Kilmer  
D Tripti Sinha  
E Kevin Jones  
F Jim Martin, Suzanne Woolf  
G Jim Cassell, Kevin Wright  
H Howard Kash  
I Lars-Johan Liman (Co-Chair)  
K Daniel Karrenberg  
L John Crain, Terry Manderson  
M Hiro Hotta

Root Zone Administrator	Absent
IANA Functions Operator	Elise Gerich
Root Zone Maintainer	Duane Wessels

Liaison from IAB	Marc Blanchet
Liaison from SSAC	Russ Mundy
Liaison to the ICANN Board	Suzanne Woolf

Staff Julie Hedlund, Carlos Reyes, Kathy Schnitt, Steve Sheng

### **Action Items**

- Carlos Reyes to publish the 14 August 2014 teleconference minutes.
- Julie Hedlund to update the Operational Procedures Document with the latest edits, distributing the revised draft and the updated issues list to the RSSAC mailing list.
- Carlos Reyes and Kathy Schnitt to schedule the next RSSAC teleconferences for 11 September 2014 and 25 September 2014. After ICANN 51, the RSSAC will have teleconferences on the first Thursday of the month at 14:00 UTC.

### **Call to Order**

Lars-Johan Liman called the meeting to order at 14:02 UTC.

### **Roll Call**

Lars-Johan Liman conducted a roll call, and a quorum was present.

### **Agenda Review**

Lars-Johan Liman reviewed the agenda for the meeting, noting that a discussion about the RSSAC mailing list archives was added to Any Other Business.

### **Action Item Review**

Lars-Johan Liman reviewed the action items from the 14 August 2014 teleconference. All action items were completed except for a discussion about future meetings. Moreover, staff will carry over outstanding action items in minutes until they are completed.

### **Approval of Minutes**

The RSSAC reviewed the draft minutes from the 14 August 2014 teleconference. The minutes were approved without objection.

**ACTION ITEM: Carlos Reyes to publish the 14 August 2014 teleconference minutes.**

### **Operational Procedures Document**

Julie Hedlund provided an overview of comments received and edits made to the current draft. The RSSAC discussed the draft text regarding alternates. More progress was made on the document.

**ACTION ITEM: Julie Hedlund to update the Operational Procedures Document with the latest edits, distributing the revised draft and the updated issues list to the RSSAC mailing list.**

### **Upcoming Meetings**

The RSSAC discussed its schedule of upcoming meetings.

**ACTION ITEM: Carlos Reyes and Kathy Schnitt to schedule the next RSSAC teleconferences for 11 September 2014 and 25 September 2014. After ICANN 51, the RSSAC will have teleconferences on the first Thursday of the month at 14:00 UTC.**

The RSSAC also discussed the need for RSSAC and Caucus working meetings at IETF 91 and agreed that there will be no RSSAC or Caucus working meetings at IETF 91.

### **Any Other Business**

Daniel Karrenberg raised the issue of opening the RSSAC mailing list archives. The RSSAC agreed to discuss this on the 11 September 2014 teleconference.

### **Adjournment**

The RSSAC concluded its meeting without objections at 15:30 UTC.