APNIC EC Meeting Minutes

San Jose, USA
24 June 1999

Meeting Start: *9:15am PDT*

Minutes

Present

> Che-Hoo Cheng (Secretary) - minutes
> Kyoko Day
> Geoff Huston
> Xing Li
> Anne Lord
> Kwang-Sok Oh
> Toru Takahashi (Elected Temporary Chair)
> Paul Wilson
> Kuo-Wei Wu

Agenda

1. The meeting started at 9:15am PDT. As Tommi Chen, who was the Chair of the EC, was not present, the EC members present elected Toru to be the Temporary Chair of the meeting. Che-Hoo, who was the Secretary of the EC, was responsible to take notes.

2. The draft agenda that was sent out previously was approved.

3. APNIC Secretariat reported the latest status of APNIC operations.

4. First, Paul Wilson (APNIC Director General) reported the Status Overview.

    1. Some highlights:

        - By Jun 1999, there were 10 APNIC staff members.

        - By Sep 1999, it was expected that there would be 13 staff members.

        - APNIC member survey has been completed and published, with Secretariat response as recommended by KPMG. No member feedback has been received so far.

        - Strategic planning was very much needed and in progress.

        - Fee/membership structure review was of very high priority, however the need to establish IPv6 fee structure delayed the process of calling member vote on a new structure.

        - The APNIC "consistency project" will address inconsistencies in APNIC databases, arising from historical data and changes to systems over a number of years

        - Systems automation is continuing in several areas

        - Documentation review and update is continuing

        - Hardware systems have been upgraded extensively, with additional redundancy

        - Training services have been commenced

- IPv6 allocation services are in development

2. Training was given in India in June, next will be China and Australia. It was commented that there was not much attention to Australia so far in training or consultation.

3. It was commented that consistency with ARIN & RIPE NCC was very important.

5. Next, there was Membership & Financial Status Report by Kyoko Day (APNIC Business Manager).

   1. Some highlights:

      - An accountant originating from Malaysia was hired.

      - There were now 3 staff members (including Kyoko) in Kyoko's team.

      - Two accounting databases for two APNIC companies (APNIC Ltd, registered in Seychelles; and APNIC Pty Ltd, registered in Australia) were being maintained separately.

      - More automation of admin systems was in progress.

      - Number of APNIC members was growing slowly and somewhat linearly in the last 12 months.

      - India and Australia had the highest growth in the last 18 months.

      - China and Indonesia had negative growth in last 2 years because they had set up national NICs.

      - It was noted that the amount US$100K budgeted for payment to IANA or ICANN had not been spent yet.

      - There was less actual expense than budgeted expense in the first 5 months of 1999, mainly because recruitment of new staff was delayed.

      - It was asked if there was any policy for choice of membership size. The answer was no as the policy was still self-determination, until a new fee structure is introduced.

      - Regarding the question about the status of member migration from the old APNIC Company to the new APNIC Company, it was reported that the migration started in Mar/Apr 1999 and members were migrated to the new company when they renewed the membership that was done annually. The whole process would last up to one year, from March 1999.

      - It was suggested to personalise the membership renewal process, and use the chance to do promotion of APNIC activities and make the billing more friendly. The suggestion was accepted.

6. Then, there was Member Services Report by Anne Lord (APNIC Member Services Manager).

   1. Some highlights:

      - Assignment on 61/8 (former Class A address space) started.

      - Filtering of emails to hostmaster started on 6 April 1999. Emails only from members are now accepted to hostmaster@apnic.net.

      - The average response time for hostmaster email was 2 days.

      - 1.5 FTEs (Full-Time Equivalent employees) have been allocated for hostmaster work which was a little bit tight. There would be 3 FTEs with two additional staff members by August 1999.

      - A training manager was being recruited (to start work in September or October).

      - Training courses had been held in Singapore (APRICOT) and India. Courses were being scheduled in Hong Kong, Mainland China and Australia/New Zealand.

- IPV4 and IPV6 policy documents were being circulated and formalised.

    2. Issues regarding IPV6 address block allocation work and the resources involved to get ready for the work were being discussed. It was suggested to ask members about their needs for IPV6 address block when the draft policy document was being circulated to members but it was expected that there would not be many requests. It was commented that APNIC needed to synchronise with other regional registries and there probably would be many requests from China.

    3. It was suggested to modify the online members list to allow choices of sorting by alphabetical order and/or country code because the current list (by random order) was slow to access and difficult to search. It would be considered by the Secretariat.

7. Afterwards, there was report regarding Technical Services by Paul Wilson, on behalf of Paul Gampe (APNIC Technical Manager).

    1. Some highlights:

        - There were only 2 staff members but there would be one more staff member by July.

        - There were 160 requests per month on average for Reverse DNS.

        - All internal servers had been upgraded and the capacity was anticipated for 18 months.

        - RPSL server would go to production by Q4 1999.

        - Y2K work was running behind schedule.

    2. It was suggested to migrate FTP to web because there was no need to keep two and it was accepted.

    3. There was comment that it was not easy to check whether an address was from a customer of an ISP or not and that the APNIC whois database could not help in all cases.

    4. There was questions regarding if there were Y2K certification requests from members and it was reported that there were very few requests from members.

    5. It was suggested to put the Y2K compliance information and methodology chosen on the web. It was reported there would be more Y2K info from APNIC to EC members soon.

8. Strategic Planning:

    1. Paul Wilson presented the strategic planning process done by APNIC staff.

    2. Comments from EC members were as follows:

1.   It was stressed that APNIC was a service organisation not exactly like RIPE NCC.

2.   It was suggested to co-ordinate with other AP organisations in assessing value of some strategies.

3.   It was suggested to measure the achievement of the objectives based on some kind of metrics that would be used for the assessment of Paul Wilson as Director General of APNIC.

4.   It was noted that adoption of certification mechanism was missing. It was agreed to have it added as it is currently on the APNIC Workplan.

5.   It was pointed out that there was overlapping between the proposed policy working group and the proposed advisory committee.

            - It was commented that they would not be effective and it was predicted that they could not get off the ground. It was not sure what the model should be to make them work.

            - It was questioned whether they should report to EC or APNIC Secretariat and how to formulate them.

- It was suggested not to proceed with immediate establishment of working and advisory groups, but to leave a space for their formation in future. The suggestion was accepted.

3. It was emphasised that more preparation work had to be done before the next APNIC Meeting.

4. It was suggested that membership survey should be done regularly.

5. It was commented that some Strategic Planning items listed were programs not strategies.

6. It was questioned whether additional resources were needed. It was noted that some strategies did need additional resources.

7. It was agreed that it was of low priority for advisory committee and working group. Others were of high priority. EC members should help in fund raising.

8. It was suggested that training could be franchised to country NICs if present.

- It was suggested to co-ordinate with ISOC to do training for the AP region.

- It was suggested to do analysis based on past experience, as training is conducted.

9. Members Meetings:

1. Issue regarding whether to hold 1 or 2 meetings per year was raised again as there was confusion among the members. The consensus was still to hold 1 meeting per year unless there was obvious need.

2. It was commented that 1 day might be too short if the same format was to be kept.

3. Regarding the next meeting, it was decided to collocate with APRICOT 2000 unless there was no clear answer for APRICOT 2000 by end of Sep 1999. The backup plan was to collocate with another relevant meeting (such as a national NIC meeting) held in Feb/Mar 2000. There would be 1-day training and 1-day meeting.

4. Regarding the benefits for members to attend the meeting, it was decided that APNIC training would be free for APNIC members only.

5. Discount for APNIC members to attend APRICOT should also be sought in return for sponsorship, instead of participating in the APRICOT Exhibition.

6. It was reminded to announce the voting procedure clearly and well beforehand.

7. It was decided to eliminate country reports from the formal APNIC meeting, to save time for more important issues and discussions. It was suggested to allocate some time slots for country reports within the APRICOT Conference itself.

8. It was suggested to distribute APNIC Secretariat reports beforehand and allow more time for Q&A.

10. Next EC Meeting:

1. There was need to have EC meetings more frequently because of the rapid development of ICANN and ASO.

2. As it was difficult to schedule a physical meeting, it was suggested to try telephone conferencing for the next EC meeting.

11. Membership Fee Structure:

1. It was decided to put up the new membership fee structure, which charged according to the size of the allocated address block, for members' decision at next members meeting. The target effective date would be July 2000.

2. Regarding charging maintenance fees for outgoing members, it would be sorted out in time when members renewed their membership under the new APNIC Company.

3. Regarding fee structure for IPV6 address block allocation, the following points were considered:

- ▪ Charges of RIPE NCC and ARIN should be referenced.
- ▪ Confederation members should be taken care of.
- ▪ It should be on lease basis with some sort of rental charge. The initial lease period should be 1 year which should coincide with the membership period.
- ▪ Per address fee should be adopted for confederation members, as a per-site fee for IPv6.
- ▪ It definitely should not be a one-time fee.
- ▪ There should be a specific pricing structure for IPV6 which is consistent with all kind of members including confederations.
- ▪ Further discussion with members would be necessary.

4. IPv6 fee structure for confederations

- ▪ an interim structure was discussed for use between now and the launch of a revised pricing structure
- ▪ IPv6 allocations to confederations will be charged according to the Ipv4 structure; but with the Ipv4 "per address" fee charged for each IPv6 site address (/48 prefix).
- ▪ This proposal approved by the EC, subject to discussion with confederation members.

12. ICANN / ASO Proposal:

1. First draft by Scott Bradner, which was a minimal model, had been accepted by the Registries.
2. There were still questions regarding what would be the case if ICANN did not accept this proposal.
3. If ASO was not a legal entity, it was questioned whether ICANN would accept it. However it was reported that the ASO proposal is based on the PSO proposal, which has the same structure, and has been accepted by ICANN.
4. These points would be discussed in the meetings with other regional registries held on the same night as this meeting (7pm on 24 June 1999).
5. Xing Li volunteered to represent APNIC in ongoing discussions, along with other EC members who may be available.

13. Training programs held in different countries/regions:

1. It would be run with a cost-recovery model.
2. However, it was decided to apply more flexibility for developing countries, i.e., to subsidise them if necessary.
3. It was suggested to seek local support (such as support from country NICs) as much as possible. Inexpensive resources such as those provided by universities should be considered.
4. It was suggested to co-ordinate with ISOC for NTWs (Network Training Workshops) held in AP region. APNIC Secretariat would follow up with ISOC.
5. ID (Indonesia) has a need for training because of its state of internet development and large population.

14. APRICOT Relationship:

1. It was agreed that APNIC should support APRICOT through more active and ongoing participation in APRICOT organising / steering committee and also through taking responsibility for a training track related to Internet routing / engineering.

2. It was agreed that APNIC should continue to provide its contribution to APRICOT as a major sponsor (assuming an ongoing contribution of approximately USD20,000 each year).

3. It was agreed that APNIC should not take exhibition space in future APRICOTs, but rather negotiate a discounted conference fee for APNIC members.

15. Support for APNIC from other organisations:

1. It was agreed that APNIC should look for financial support from sponsors, however it was recognised that APNIC needs to remain neutral, and this should be considered when evaluating sponsorship options.

2. It was reported that APNIC had already approached a number of sponsors successfully - including Cisco, Ascend, and Compaq. APNIC had approached Sun Microsystems within Australia, but they were not interested in further discussions at that time.

16. IPv4 Policy Document:

1. The "Last call" process was discussed, and the Last Call on the IPv4 policy document was approved by the EC.

2. APNIC Secretariat requested that the EC be the final arbiters in terms of approving the document, as well as resolving any "last minute" objections (which are unlikely after a long review process). This was agreed by the EC.

Meeting closed: *16.10pm*