|  |  |
| --- | --- |
| **Meeting title** | ICANN Community Building |
| **Date & Time** | Thursday, 6 September 20121500 UTC / 0800 PDT / 1100 EDT |

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Desired Outcomes** | **Time** |
| #1 | Introductions and Meeting Purpose | **Description** | 1. Roll Call
2. Goals of the meeting and agenda
 | 10 mins |
| **Notes** | *Goal: Based on discussion points from the 9 August Session* |
|  |  |  |  |  |
| #2 | In reach | **Description** | Current Activities acknowledged and validatedMissing Activities Roles and Responsibilities for these activities Describe a Process to Create New Activities – this WG?Best Practices | 30 mins |
| **Notes** | *Coordination and collaboration between constituencies and staff for best practices and tools for successful in-reach*  |
|  |  |  |  |  |
| #3 | Outreach | **Description** | Current Activities acknowledged and validatedMissing ActivitiesRoles and Responsibilities b/t staff and community Describe a Process to Create New Activities – this WG?Best Practices | 30 mins |
| **Notes** | *Coordination and collaboration between constituencies and staff for best practices and tools for successful outreach*  |  |
|  |  |  |  |  |
| #4 | Next Steps | **Description** |  Short Term Deliverables | 30 mins |
| **Notes** | * *Can Local / Regional outreach be done for Toronto*
* *Start to build a common knowledge and cultural database / library of resources and material(all materials should target awareness, participation, contribution*
* *Start better coordination and communication between staff and community around event information, providing support and materials*
* *Build Framework around determining target audiences and media/materials to best reach out and engage*
 |
|  |  |  |  |  |
| #5 | Toronto | **Description** | Agenda Building |  20 mins |
|  |  | **Notes** | *Would like representation from each ICANN community at Toronto session**Key topics to bring to larger community’s attention**Desired Outcome of Toronto session* |  |