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| **Meeting title** | ICANN Community Building |
| **Date & Time** | Thursday, 6 September 2012  1500 UTC / 0800 PDT / 1100 EDT |

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| **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* |
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| #2 | In reach | **Description** | Current Activities acknowledged and validated  Missing 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 validated  Missing Activities  Roles 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* |  |
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| #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* |
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| #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* |  |