**Notes**

**Universal Acceptance Coordination Group**

*2015-04-15 22:00 UTC*

*Prepared by*

*Don Hollander*

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| Attendance: | Ram Mohan  Rich Merdinger  Dennis Tan  Brent London  Don Hollander  Erika Enge |  |
| ICANN Buenos Aires | Sunday workshop to run from 10 to 4:30/5:00  Introduction to the topic, the UASG, and some BRIEF presentation of interest – including ICANN IT case study. Thirty Minutes  Followed by Project Group working sessions.   * Topline Issues * International * Measurement & Monitoring * Community Outreach   A wrap-up, Report Back.  Don & Coordinators to develop a common agenda and reporting template if possible.  The Midweek session will focus on Reporting back from the Sunday session and a recruitment effort.  If some substantive Latin American focused panel can be achieved that will be useful, but we’re not looking to ‘tick the regional participation’ box.  The Coordinators are expected to drive their sessions and take advantage of the Face to Face opportunity. | Don to find out if a working lunch is possible.  Don to work with Tony Harris, Carolina Aguerre and Rodrigo de la Parra to see if this is possible.  Don to contact ICANN IT to see if they will be willing to participate.  Don & Coordinators to develop common agenda and reporting agenda for Sunday workshop. |
| Newsletter | All felt that a newsletter was a good idea and would review the draft content. |  |
| Budgets | Each group leader needs to develop, in conjunction with their group, a list of things that they want to see done in the next year, some idea of the resources required, and a ranking of the things that they want to get done.  These ranked budget items must come out of the Project groups by May 10th.  The Coordination Group will then collectively review the list and create a UA budget proposal to submit to Cyrus to build into an ICANN format. |  |
| Group Interactions | The UA Coordination meetings will be held every two weeks for the next while and will be where opportunities to cooperation and avoid duplication will be identified.  It’s fully expected that there will be synergies and cross group workings.  All group mailing lists are open to subscription.  We expect to have a full UASG call within the next few weeks, once the Project Groups are engaged. |  |
| Quick Wins | Don requested that each Coordinator come up with some things that they want to see achieved in the first year. While some ideas were included in the agenda to this meeting, Don to circulate this as a separate document and people should add (or subtract) as they see fit. | Don to circulate examples of Quick Wins. |