MINUTES OF TISPA

4th Executive Committee Meeting

VENUE: NEW AFRICA HOTEL – Board Room I

DATE: 9th September 2008

ATTENDANCE: Suhail Sheriff (ZANLINK)
Gregory Almeida (TISPA)
Frank Goyayi (TISPA)
Hamisi Hegga (ALINK)
Frank Habicht (TISPA)
Volven D'Souza (CATS -NET LTD)
Melwyn Cabral (CATS-NETS LTD)
Prisca Msowoya (TISPA)

ABSENTEES: Bill Sangiwa - Apology
Eric Rowberg (Arusha Node Marie - Apology

AGENDA:

1. Welcome address
2. Chair Selection
3. Endorsement of the Agenda
4. To ratify the Minutes of the last EC Meeting
5. Update on the status of tzNIC
6. Update on the status of EAIXP Project
7. Update on Establishment of the Dodoma and Mwanza IXP's
8. Discuss Arusha IXP to be a Chapter of TISPA
9. Agreement on fate of the PCH Equipment currently at TIX
10. Treasure to Discuss Current Financial Situations, the 2007 Accounts Audit Report and Audit Management Letter
11. Agree on the AGM date
12. AOB

PROCEEDINGS:

The meeting started at 2:33pm

1) Welcome Address
Suhail Sheriff opened the meeting, invited all participants and thanked them for their attendance. Everyone introduce him/her self.

2) Chair Selection
Greg Almeida was nominated to chair the meeting while Prisca Msowoya was taking the minutes

3)   Endorsement of the Agenda:
The agenda for the meeting was endorsed

4)   To ratify the Minutes of the last EC Meeting
Minutes of the previous meeting were read and approved by all.

5)   Update on the status of tzNIC
Suhail briefed the EC on the progress of tzNIC. He reported that tzNIC was located at Millennium Towers and the office was fully functional with a Manager and a Technical Officer as well as an Office Assistant. The servers were setup but were not live. He report that tzNIC were intending to be active and start domain registration activities by the end of the year, while complete re-delegation would occur later next year,

6)   Update on the status of EAIXP Project
Frank briefed the meeting on the progress made on the EAIXP project. He reported that SimbaNet had established a fiber link to TIX and had started peering traffic between Dsm and Nairobi. In Dsm there were 4-5 ISPs partaking in the testing while in Kenya only 1 ISP was connected. It was suggested that Suhail should contact the counter part ISPA and encourage them peer on the EAIXP. He will then report back to the EC on the progress made.

7)   Update on Establishment of the Dodoma and Mwanza IXP's

As for the MIXP; Greg updated the meeting that the status now is that the equipment has been delivered and TCRA had examined this equipment. They had raised some clarifications and Greg reported that the office bearers were in the process of finalizing the final acceptance by TCRA. In the meantime, we can proceed to setup the exchange. It was discussed and agreed that Frank Habicht would circulate an approximate cost of the setup exercise including his fee for approval of the EC by e-mail circulation.

As for the DIXP; Suhail reported to the meeting that UCC had agreed to receive the equipment. After doing so, TCRA will verify the delivery. At the same time TISPA and TCRA will conduct a stakeholders meeting where agreement would be reached as to the location of the exchange. After such a meeting, commissioning of the DIXP can commence immediately.

The meeting also requested Frank Goyayi to discuss with Vodacom about the possibility of setting up test peering between all four IXPs in Tanzania.

Suhail raised the point that the equipments of AIXP, MIXP and DIXP are under the name of TCRA. We agreed that at a later date, TISPA would request TCRA to formalize the support in the form of a letter that would in effect move legal ownership of the equipment from TCRA to TISPA.

8) Arusha IXP to be a chapter of TISPA
On the Account reports for 2007 the accountant advised to change our constitution or by-law to formalize the existence of various chapters like Arusha, Dodoma, Mwanza etc. The EC agreed to consult our lawyer on this issue and Suhail will follow up.

9) Agreement on fate of the PCH equipment currently at TIX.
Frank Habicht informs the EC that he sent several emails with no answer to PCH regarding their equipment to be with us without using it. The members agreed that we will offer a last letter in writing to AFRISPA informing them that if they did not make arrangements to pickup the equipment within a month, that TISPA would use it for its own purposes. It was agreed that Greg would draft and send such a letter through the Secretariat.

Frank Habicht informs the EC the interest of other company to join TIX like WiA already fill MoU and TISPA membership, TISCAN they fill the MoU, TAIDE and ZANTEL they are on the process.

10) Frank Goyayi gave a brief analysis of the Current Financial situations, Accounts Audit Report for 2007 and Audit Management Letter came from Auditor. He reported that the current cash in bank amounts were US$ 18,205.57 and TShs 2,873,158.37. Of the 21 invoices issued for 2008, 6 were paid (amounting to US$ 8,500) and 15 were un-paid (amounting to 22,900).

The auditor advised TISPA to have the following; keep assets record by using fixed asset registry, accounting management system program at quarter. The EC advised the Treasurer to draft a budget for presentation at the upcoming AGM.

11) The EC agreed to have the AGM on the 18th of October 2008.

12) AOB:

a) TCRA are building a new modern building near the university. There has been some discussion and encouragement from TCRA that we should express our interest and see what they can offer. This issue was deliberated at length with the pros and cons stated. It was finally agreed that there was no harm in expressing our interest and discussing concrete possibilities at a later date. Suhail was requested to draft and deliver such a letter to TCRA requesting for roof top space as well as 100m sq.
b) The constitution needs amendment to accommodated for
   i. Upcountry chapters
   ii. Replacement of members in the EC when they leave their current employers
   iii. Clause about encouraging local ISPs and pro-poor initiatives

iv. Re-align ourselves according to the new TCRA licensing regime
In addition, it was also agreed that steps needed to be taken to de-register formally the old Trust Fund. The task of setting up a meeting with the lawyer was given to Suhail with participation and assistance from Greg, Frank Goyayi and Frank H.

c) tzNIC had shown interest in peering a co-locating root server at TIX. The EC agreed to waive TIX connection and peering fee for 2008. This is to be communicated to the in the form of an official letter. Suhail agreed to see to it that happens.

d) The Business cards and letterheads recently printed were discussed. The EC agreed that they were of poor and un-acceptable quality and that they should be rejected. The secretariat took note of that.

e) Treasurer asks the EC to allow him to give the float cash to the secretariat for petty cash. He was granted such liberties.

f) Frank Habicht will draft the promised SLA for all IXPs and will circulate to the EC.

Having no further matters to deliberate on, Greg closed the meeting at 5:45pm and made a vote of thanks all those who made it to the meeting.

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Chairman *Secretary General*