

APDF Ex Co On line Meeting

Feb. 29, Sunday, 2004

Attendants :

Ms. Judy Wee, President of APDF, Singapore

Mr. JB Munro, Vice President of APDF, New Zealand

Mr. Ryosuke Matsui, Secretary General, Japan

Mr. Frank Hall-Bentick, Treasurer, Australia

Mr. Hyung Shik Kim, Co-Chair, Research and Development Committee

Mr. Topong Kulkhanchit, Co-Chair, Research and Development Committee

Ms. Supattraporn Tanatikom, Chair, Gender Issue Committee

Absentees:

Mr. Shoji Nakanishi, Vice President, Japan

Mr. Monthian Buntan, Chair, Convention Committee

Mr. Joseph Kwok, Chair, Information Committee

Mr. Godfrey Ooi, Chair, Fund Raising and Sponsorship Committee

Secretariat: Etsuko Ueno, Japan

Draft Minutes:

Ms. Judy Wee welcomed attendants to the on line APDF Ex Co Meeting.

1. Currency of Bank Account, Japanese yen or us dollar

The merit of yen account is that the secretariat can get full amount of membership fee without commission deducted by the bank.

Attendants agreed to collect, from the members, a full amount of two-year membership fee, equivalent of US\$100 in yen. As the bank account is opened in Japan, it is the most cost-effective way.

As payees need to bear bank charges, it is decided to collect two-year membership fee at a time to save bank charges to be paid by the payees each time.

2 Membership Application Form

*Draft Application form, including the information on the payment method of the membership fee, will be sent to the Ex Co members within this week.

2. Working Committees

Chairs of the Working Committees are asked to submit their respective draft terms of reference and action plan for 2004/05 to the secretariat by no later than the end of April, which are to be sent to the Ex Co members for their comments. These terms of reference and action plan are to be finalized and approved at the next Ex Co meeting on June 14.

JB Munro wishes to be a member of the Convention Committee.

Frank wishes to be a member of the Convention Committee and/or the Fund-raising and Sponsorship Committee.

At the Research and Development Committee, Kim will be in charge of research related issues and Topong will take responsibility in the development of strategy.

Mai will contact 54 WWD (Women with Disability) members. She needs more time to submit the TOR and action plan as it will take time to consult with WWD members.

Monthian is to be asked to directly communicate with Godfrey Ooi to take relevant action for the Fund-raising Committee.

Attendants agreed to ask Yutaka Takamine to be an advisor of APDF.

3. Next APDF Conference in 2005

Attendants agreed to ask member organizations which are interested in organizing next APDF Conference in 2005 to send their proposals by no later than May 31, 2004 .

4. Minutes of the previous meeting in Singapore

The minutes was approved by the attendants.

5. Linkage with Pacific Disability Forum (PDF)

JB sent the minutes of the PDF meeting in Suva held last December to the Ex Co members.

Attendants confirmed the necessity of close linkage with PDF.

6. Linkage with APCD

Attendants agreed to have a meeting with a representative of APCD at the time of UNESCAP TWGDC meeting on June 15 and 16. The secretariat will consult with APCD about the meeting.

The meeting was closed at 18:40pm on Feb. 29, 2004.