



Board of Directors Meeting Minutes

Type of Meeting:	APSCC Board of Directors Meeting
Date:	June 03, 2021 (THUR)
Time:	09:05 pm ~ 10:30 pm (KST)
Location:	via Zoom
Board Members Present:	Gregg Daffner (Chair), Gapsat Patrick French, ABS Baozhong Huang, APT Satellite Vivian Quenet, Arianespace Eddie Kato, HISE Terry Bleakley, Intelsat Daniel Kim, KT SAT Richard Pang, MAXAR (proxy to Daryl Mossman) Yau Chyong Lim, MEASAT Minoru Ueda, Mitsubishi Electric Kevin Seow, SES Nobuhito Takei, SKY Perfect JSAT Olivier Guilbert, Thales Alenia Space
Vice President Present:	Patrick Wong, Comtech EF Data
Board Members Absent:	Anggoro K. Widiawan, Telkomsat
Vice President Absent:	Tare Brisibe, SES

Meeting called to order at 09:05pm.

1. Finances

Christopher Slaughter presented to the Board on the 2021 revenue targets for the webinar, membership, and conference profit and where APSCC stands as of end of May (details in page 4 / 210603 APSCC BoD 21Q2. pptx). Slaughter presented the finance updates and summarized that APSCC needs to generate at least another USD 158,000 before the end of FY 2021 to break even. The following question was asked.

- Eddie Kato: Does the Annual Conference revenue include revenue from webinars? If not, does the finance sheet presented indicate that there will be an immediate deficit of USD 80,000 if the annual conference is decided not to be held this year?

Slaughter clarified that webinar revenues are included in “Other Events” line, and we need to figure out other ways to generate USD 80,000 profit in case the Board decides not to hold the in-person annual conference in 2021.

2. Events

Slaughter continued presenting agenda item 2. Events including an update on the calendar of 2021 satellite events 2021 (page 8 / 210603 APSCC BoD 21Q2. pptx). Slaughter then proposed three options for events, In-Person Event, Hybrid Event, and Webinar Only, in detail along with sponsorships available for each option, so that the Board can make decisions on the APSCC annual conference (details in page 11-13 / 210603 APSCC Body 21Q2. pptx). The Chair then asked for the Board's opinion and the following suggestions were made by the Board.

- Olivier Guilbert: Thinks that it is premature to make decisions at the moment considering the situation in Asia.
- Terry Bleakley: Considering the vaccination plan and the travel bubble plan between Singapore and 4-5 Asian countries, suggested an in-person event in November in Singapore.
- Vivian Quenet: Arianespace is not sponsoring online or hybrid events, only in-person. Does not think any Asian country has potential to hold a physical event by the end of 2021. Suggests tagging along with an in-person event outside of Asia where many Asian companies are planning to attend, e.g. Satellite 2021, World Satellite Business Week.
- Eddie Kato: In the current situation, forecasting is impossible and there is little room for APSCC to take liability. Also, expects that the current travel and quarantine restrictions will not be lifted immediately with the roll-out of vaccination but will remain until the very last stage. Hesitant to conduct any in-person event, and suggests an event in a hybrid format.
- Minoru Ueda: Thinks an in-person event in Asia in 2021 is unrealistic, thus suggests either a hybrid event or webinar only. Meanwhile, would also like to know the profit predicted for the hybrid event and webinar only options. Slaughter addressed the cost side of the two options, which is less than USD 1,000/year for the webinar only and USD 2,000 ~ 3,000/day/20 people to rent a conference center for a hybrid event and admission fee should defray the cost.
- Richard Pang: Defers to Bleakley, and suggests to reach out to the attendees and potential sponsors in the next couple of weeks to check if it is viable.
- Daniel Kim: Suggested an in-person event in Seoul, since the APSCC secretariat could apply for exemption from 14-day quarantine upon arrival in Korea for attendees. Also, the vaccination rate in Korea is expected to speed up from June. Alternatively, supports a two-day virtual event instead of a webinar series over the next 6 months.
- Kevin Seow: Suggested a realistic approach toward an in-person event, that is, get clarity regarding the approval process required by the government in conducting such an event, and the quarantine period required for attendees when returning back to their country of origin.
- Patrick Wong: Concurs with Seow that consideration of the mandatory quarantine period required upon returning to home base is a key factor in deciding whether to hold an in-person event.

- Patrick French: Asked to flesh out costs and potential revenues for each of the options. Thinks that webinar-only or a hybrid event will not be able to generate USD 80,000 profit. From a logistics point of view, the secretariat staff will be challenged for travel. Thus, asked Kim and KT SAT for assistance so that the secretariat can draw up a report to the Board to see if the Board can make a push to conduct an in person 2 day event in Korea in November.
- Vivian Quenet: Expressed concerns in holding an in-person event in Seoul, since 30-40% of APSCC members are located in Singapore and Hong Kong and those numbers will be excluded in the event as the two governments are conservative.

The Chair asked Kim and Bleakley to follow up in supporting the secretariat on looking at the opportunities and the impediments in holding the event in Seoul and Singapore respectively.

3. Membership

Slaughter presented the membership revenue (page 15 / 210603 APSCC BoD 21Q2. pptx). As yet, no membership upgrades from current members. Thus, Slaughter proposed to the Board to raise the lowest annual fee for all members to USD 5,000 starting in January 2022. The Chair suggested that the Board members discuss internally in supporting the proposal and to discuss the agenda and make decisions on the proposal at the next Board meeting.

4. Webinars

Slaughter reported the revenue, viewership, program and sponsorship of the webinar series. (page 18 - 20/ 210603 APSCC BoD 21Q2. pptx)

5. AOB

The proposal regarding the Korean Executive Director proposed by Daniel Kim will be discussed at the next Board meeting.

The date for the next Board meeting will be July 8 (tentative) and a separate email will be circulated to the Board to confirm the date and time.

Meeting was adjourned at 10:30 pm by the Chair.

- End -