Root Zone Evolution Review Committee (RZERC) Teleconference Minutes
4 April 2017 | 17:00-18:00 UTC

Attendance
Brad Verd (RSSAC)
Duane Wessels (Root Zone Maintainer)
Jim Reid (IETF/IAB)
Kim Davies (PTI)
Russ Mundy (SSAC)
Kaved Ranjbar (ICANN Board)
Howard Eland (GNSO RySG)
Peter Koch (ccNSO)

Staff
Kathy Schnitt
Steve Sheng
Trang Nguyen
Mario Aleman

Apologies
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Absent
Carlos Martinez (ASO)

DECISIONS:
- RZERC's meeting recordings will be published to the RZERC's website when those are available.
- RZERC's meeting minutes will be drafted by Staff and published to the RZERC's website.
- RZERC's mailing list archive will become public starting on April 18, 2017 and subscription will be restricted to members and support staff only.
- Next RZERC meeting is scheduled for 22 May 2017 17:00 UTC.
- RZERC meetings will be scheduled on Mondays 17:00-18:00 UTC monthly.

ACTION ITEMS:
- Staff to edit and publish the minutes from 28 February 2017 Teleconference
- Mario to make mailing list archive public starting on 18 April 2017
- Duane, Steve and Mario to collect and discuss feedback to include in the Operational Procedures
- Mario to review the process for making changes in the Charter and consider creating study/working groups
- Staff to work with the Chair on the Procedures document
- Staff to edit and prepare the minutes from 4 April 2017 Teleconference.

Call to Order
Steve Sheng called the meeting to order at 17:02 UTC.

Roll Call
Mario Aleman conducted the roll call.

Chair announcement
Steve Sheng announced Duane Wessels is the RZERC Chair elected starting his term on March 2017 for a period of two years according to the RZERC election procedures.

Agenda Review
There were no amendments to the agenda of the meeting.

Review of Action items from 28 February Teleconference
All action items were completed. Duane mentioned the importance to discuss more about RZERC mailing list subscribers and to reword the item of reactionary committee discussed earlier.

Approval of Minutes
The RZERC approved the draft minutes from 28 February 2017 teleconference pending the edits of the RZERC's primary responsibilities and reporting.

> **ACTION: Staff to edit and publish the minutes from 28 February 2017 teleconference**

Implementation details on Transparency
RZERC agreed that meeting recordings and transcripts will be published to the RZERC website, when those are available. Minutes will be drafted by Staff and will be published in the RZERC website, after approval.

Subscription to the mailing list will be restricted to ICANN Staff and members only, but archive will be public. Mailing list archive will be public starting on 18 April 2017, pending confirmation from members.

> **ACTION: Mario to make mailing list archive public on 18 April 2017**

Discussion on participants during RZERC's call
RZERC discussed that non-members or observers could be invited to meetings (face-to-face or Teleconference) by the Chair to discuss any issue.

There may be a distinction between observers and participants as well as the type of meetings (face-to-face close meeting or public meeting). Observers may listen to the Teleconference call.

ACTION: Duane, Steve and Mario to collect and discuss feedback about participants and observers to include in the Operational Procedures.

Evaluation of the Charter
Duane discussed about the Purpose of the Charter and proposed to change the wording of "content" (*To review proposed architectural changes to the content of the DNS root zone*) by "operation". Peter Koch asked what is the process to do changes in the Charter. Brad emphasized the relevance of "*architectural changes*" in that phrase. Russ mentioned the importance to address "Charter content" with more care according to ICG and NTIA report. RZERC agreed to review and discuss more background materials before creating changes.

ACTION: Mario to review the process for making changes in the Charter and consider creating study/working groups.

RZERC Procedure Discussion
Duane discussed the draft of the Operational Procedures and his concerns about voting, type of meetings, consensus definition, RZERC outputs. RZERC members agreed the importance to have a flexible and simple Procedure.

ACTION: Staff to work with the Chair on the Procedures document.

Any Other Business

 a. *Date of next RZERC regular meetings*
  22 May 2017 17:00-18:00 UTC
 b. *Schedule for Regular Meetings*
 Organize meetings on every third Monday on a monthly basis.

ACTION: Staff to edit and prepare the minutes from 4 April 2017

Adjournment
The RZERC concluded its meeting without objections at 18:01 UTC.