

MISPA

Malawi Internet Service Providers Association

<http://www.mispa.org.mw>

MISPA 2017 AGM MINUTES ver1.2

Date: 18th October, 2017; **Time:** 10:25 AM

Venue: College of Medicine ICT Boardroom, Blantyre.

Members Present:

1. SDNP - Dr P Nyirenda – Chair
2. TNM - V. Chidziwitsano, C. Nchilamwela & S. Ngwira
3. Airtel - W. Kalua & D. Phiri
4. MTL - R. Hussein
5. Nitel - T. Jumbe
6. Globe Internet - M. Perera & D. Paul
7. CoM - A. Mtegha

Apologies:

1. SimbaNet
2. Skyband

1. Welcome Remarks – MISPA Chair, Dr Paulos Nyirenda

- i. The MISPA Chair called the meeting to order at 10:25 AM due to quorum validity as per the MISPA constitution requirements.
- ii. Having welcomed the members to this meeting, he asked members present to introduce themselves.
- iii. After successful introductions, the MISPA chair read through the AGM Agenda list and the agenda was adopted.

2. Roll call – By the Meeting Chair

- i. The MISPA Chair made a rollcall to ensure that the quorum had indeed been reached before proceeding with the meeting as per the MISPA constitutional requirement.
- ii. Further, the MISPA chair recalled that the required quorum for the AGM to proceed is 50% of the membership to attend.
- iii. Through the rollcall it was confirmed that the following members were present, namely TNM, Airtel, MTL, Globe, Nitel, COM and SDNP whilst an apology come from SimbaNet and Skyband

3. Review of Membership Status

- i. The Chair called upon the membership to indicate a description when depositing the MISPA membership fees into the MISPA bank account for ease of tracking of the organization making the payment hence easy of reconciliation in the abuse of the MISPA secretariat.
- ii. The Chair presented the bank statement of the MISPA bank account and showed that almost all the payments made by members in 2016 for MISPA membership had no details on who made the payment thereby making it very difficult to trace which member had made the payment.
- iii. The chair further called on the membership to help trace the organization that paid some of the fees on specific dates as per the MISPA bank statement, which had no description of the organization making payments.
- iv. The chair also confirmed to the members that he had received bank cheques from TNM for membership but requested TNM to have this verified as well.
- v. He also said that Nitel and Skyband had responded to the his call on tracing the fees paid through the account deposits hence waiting for the rest of the membership to assist in tracing their respective bank deposits for membership assuming they paid already.
- vi. The chair also, on request, asked Mr Rajab Hussein from MTL to confirm if MTL had paid their membership fees.

4. Review of Previous Meeting Minutes

- i. The meeting noted that the previous meeting was held on 14th June 2011
- ii. The chair had previously circulated the minutes of the previous meeting through the MISPA mailing list.
- iii. The chair further displayed the previous meeting minutes to the membership via a Projector, where several action points reviewed as per the AGM agenda.
- iv. The chair highlighted that most of the action points from the previous meeting were resolved except a few that would be resolved through the 2017 AGM.

5. Chairperson's Report

- i. In his report, the chair said he was very pleased with the fact that the quorum was reached for the 2017 AGM to take place even

though it took several calls to members, unlike a few times in the past when the AGM had to be rescheduled or cancelled due to failure of the membership to reach the quorum.

- ii. The chair also said that he had put the previous meeting action points on the agenda hence called on the membership to discuss the agenda items with full participation to ensure closure of the pending action points.
- iii. On MISPA treasury, the chair indicated that Nitel is the current MISPA treasury. He however hinted that the person that was entrusted with this responsibility of MISPA treasury within Nitel had retired hence the need to find a replacement.
- iv. Nitel was entrusted with the responsibility of finding a replacement of the person that retired hence MISPA management would make a follow up accordingly
- v. The chair reported to the meeting that the balance in MISPA account as of 18th October, 2017 was at MK 4,175,060.37
- vi. The chair also indicated to the membership present that the room at MIX requires renovations hence he would need the meeting to approve use of the funds in MISPA account for the renovation works as per the agenda list on special resolutions.

6. Special Resolutions

a) Review of the MISPA Constitution

- i. The chair said that he would circulate the MISPA Constitution all members to aid in the review process
- ii. As a resolution, the meeting agreed to empower the MISPA Chair to call for an AGM as and when required through the MISPA management committee.
- iii. A resolution was passed to incorporate TNM and Nitel in the MISPA management committee in addition to SDNP, MTL, COM in accordance with the MISPA Constitution requirement of a minimum of a 3 and a maximum of 7 members as management committee. This was done in replacement of the representatives of members that had left respective MISPA members.
- iv. TNM team chose Mr Victor Chidziwisano as its representative on the management committee whilst Nitel requested to consult internally before giving a name of its representative.
- v. Below are member representatives in the management team:
 - a. SDNP – Dr Paulos Nyirenda, Chair
 - b. TNM – Victor Chidziwisano, member
 - c. MTL – Rajab Hussein, Member

- d. COM - Author Mtegha, Member
- e. Nitel – Tayamika Jumbe, Member - Interim
- vi. The 2017 MISPA AGM resolved that the term of office for the management committee will be 3 years from the date of the AGM.
- vii. The chair further clarified that once a management committee member leaves before the expiry of the term of office, a meeting is called to replace the representative as per constitution obligation.

b) Acceptance of Reserve Bank (RBM) of Malawi into MISPA

- i. Following a vote of no objection from the members, a resolution was passed to accept RBM into MISPA as a member.
- ii. This was done in accordance with the waiver in the constitution for such organizations to join MISPA considering that RBM is not an ISP.

c) Acceptance of Akamai to be hosted at MIX

- i. The chair indicated that he was still in contact with Akamai who had requested to host their services at the MIX
- ii. Chair indicated that he needed MISPA to formally agree to accept Akamai to be hosted at the MIX and that this failed to take place in 2016 because the MISPA AGM scheduled for this failed to reach quorum
- iii. Airtel confirmed that the Airtel offer to provide transit on Akamai still stands
- iv. The chair said he had also received an offer from SimbaNet to provide transit for Akamai.
- v. It was agreed the offer to provide transit for Akamai be left open so that others could come in as needed.
- vi. The chair also indicated that the forms he had received from Akamai were still available.
- vii. The AGM passed a resolution to accept Akamai at MIX

d) MIX Room Renovation Funds

- i. It was noted that the MIX room was in dire need for cleaning and renovation
- ii. Following a request by the Chair for the AGM to approve use of MISPA funds in renovating the MIX room, a resolution was passed that allowed the chair and the management committee to use the MISPA funds in the renovation works.

- iii. The meeting further noted that Akamai would need at least 12U rack space to be hosted at MIX
- iv. It was observed that a second rack was needed to be installed at the MIX room in order to adequately accommodate Akamai.
- v. The meeting asked Mr Rajab Hussein to confirm on the availability of the rack that MTL had offered MISPA
- vi. It was also observed that the UPS in the MIX room were more of a problem than a solution for power as many of them were not functional or broke down too often.
- vii. The AGM approved the use of the MISPA funds on the MIX renovation project and charged management committee to be responsible for the actual planning and use of the funds in the project.
- viii. AGM agreed that the renovation works should include:
 - a. Air conditioning
 - b. Room ceiling improvement
 - c. Removal of wooden floor
 - d. Rack re-alignment
 - e. Backup power through removal of UPS to be replaced by AVS and a power connection to College of Medicine backup generator
- ix. The COM representative promised to check with the responsible authorities on how the COM genset could be extended to MIX room hence provide backup power and if MISPA funds would be used in the genset power extension in case of fruitful discussions with COM responsible authorities.

e) Port Fees at MIX

- i. As a way of getting additional revenue for the MISPA, the chair suggested that there should be a port fee at the MIX .
- ii. AGM resolved to have a port fee at the MIX.
- iii. It was further agreed that MISPA management would decide on the port fees after conducting a review of other IXPs and communicate to the membership accordingly.
- iv. It was agreed that the port fees shall be included on the invoice for annual membership fees for ease of consolidation by the members

f) GGC Management Fees

- i. It was observed that the initial GGC cache filling period was over and that members need to start paying for use of the GGC at the MIX.

- ii. The membership agreed that the member responsible for providing GGC transit be the one also responsible for GGC fee management and hence TNM was responsible for both as at now.
- iii. The meeting also noted that TNM had initially proposed **USD 75 per Mbps per month** as GGC management fees for the members hosted to pay. However, after further discussions with relevant stakeholders, TNM lowered the GGC management fees to **USD 55 per Mbps per month** to which the membership agreed without an objection.
- iv. Therefore, a resolution passed to allow TNM charge USD 55 per Mbps per month as GGC management fees.
- v. The meeting also urged TNM to find a way of providing traffic measurements for an individual member to see hence manage their traffic accordingly
- vi. When Airtel asked if the GGC fees would expire at the introduction of the MIX port fees, the chair clarified that GGC fees will continue, as the two are different. It was observed that the MIX BGP peering configuration introduced communities that allow peers to declare which, if any, of their IP networks will get access to or use the GGC while peering at the MIX is now centralised through the use of a route server.

g) Approval for Employment of a Technician and Establishment of MISPA Secretariat

- i. The AGM resolved that MISPA proceeds to employ a technician to man the MIX and that a MISPA secretariat be established both subject to the availability of funds including those from the GGC fees and MIX port fees.

h) Second MIX in Lilongwe

- i. The AGM received a proposal to mount a second IXP in Lilongwe. The chair explained that such a proposal had been received at an AGM in the past and that MISPA members turned it down observing that most of the members had their main Internet hubs in Blantyre where they were interconnected at the MIX and hence did not need interconnection in Lilongwe.
- ii. The chair explained that he was bringing in the proposal again after a request from some members observing that, with international gateways now in Mchinji and Songwe, a VLP in

Lilongwe and significant recent national fibre installations, the network had significantly evolved to require a reconsideration.

- iii. The chair told the meeting that SimbaNet had offered to provide an inter-connect between the Blantyre and Lilongwe IXPs if one was installed in Lilongwe.
- iv. He however, observed that members are free to provide their own interconnect link for their Blantyre and Lilongwe traffic especially for those that already have established interconnect link (LL-BT)
- v. The chair also highlighted that after Lilongwe IXP were established then GGC and Akamai could follow as services on the IXP.
- vi. The chair also communicated that he could check with COM if it could host the Lilongwe MIX
- vii. The chair updated the meeting that an offer of equipment was discussed with PCH and ISOC and they showed willingness to assist with the establishment of Lilongwe IXP
- viii. The resolution was passed in principle for MISPA to establish an IXP in Lilongwe.

i) Approval of funds for clearing the donated server by Internet Society Organization

- i. The meeting got updated by chair that Internet Society Organization is ready to ship the donated monitoring server.
- ii. In view of this, a resolution was passed to allow use of MISPA funds in clearing the donated server through customs.

j) Approval to disconnect members that don't pay for the MISPA and MIX fees

- i. A resolution was passed to disconnect members that done pay their fees after six months of initial invoice date.
- ii. However, the meeting agreed that this be done in consultation with the members concerned prior to the expiry of the 6 months period.

k) Election of the MISPA Chair

- i. The meeting agreed to empower the management committee to elect the next MISPA chair who would also chair the management committee.

7. AOB

i. Date of the next MISPA Meeting and MISPA AGM

- a. The AGM empowered the MISPA Management to come up with the next date of the MISPA ordinary meeting

- b. However, the AGM recommended that the next AGM should be in October, 2018 on a date to be confirmed through MISPA management accordingly
- ii. **Point of contact for the GGC**
 - a. Airtel requested for a point of contact on the GGC and hence TNM promised to provide the contact details.
- iii. **Date for cleaning of the MIX room**
 - a. The AGM agreed 24th November 2017 as the date for cleaning up the MIX room.

8. AGM 2017 Closure

- i. The Chair closed the 2017 MISPA AGM at 11:56 AM on 18th October 2017.

Signed:

Dr P. Nyirenda, SDNP
MISPA Chairperson
mispa-chair@mix.mw

Steven Ngwira, TNM
Minutes of 2017 AGM
Steven.Ngwira@tnm.co.mw