

**Minutes of Meeting of the Steering Committee**  
**International Association of Gaming Regulators (IAGR)**  
Wednesday, 13 Oct 2010, 1.30pm  
Salon III, JW Marriott Hotel, Washington DC

**Agenda Item 1a - Opening**

1. IAGR Chair Peter Cohen opened the meeting at 1.30 p.m.

**Agenda Item 1b - Attendance**

2. Present at the meeting were:

Peter Cohen, Australia (Chair)  
Serobi Maja, South Africa (Vice Chair)  
Susan Hensel, USA (Secretary)  
Mike Sarquis, Australia  
Mike Hill, New Zealand (representing Keith Manch, New Zealand)  
Zukiswa Ntlangula, South Africa  
Mark Lipparelli, USA (representing Dennis Neilander, USA)  
Jenny Williams, United Kingdom  
Andre Wilsenach, Alderney, Channel Islands  
Atle Hamar, Norway  
Kaye McDonald, Antigua  
T. Raja Kumar, Singapore  
James Chan, Singapore

3. Regrets:

Keith Manch, New Zealand  
Dennis Neilander, USA  
Trudy Smith, USA

**Agenda Item 2 - Update by Chair**

4. Chair Cohen updated the meeting that he had earlier met up with the IAGA's Board of trustees together with incoming Chair Serobi Maja to convey the IAGR's intention to hold its own conference starting from 2011. The Board of Trustees informed Chair Cohen and Chair Serobi that it wished to maintain a positive relationship with the IAGR and would be extending an invitation to IAGR members to its annual conference.
5. Paul West (President, IAGA) shared that the IAGA was keen to hold its conference in Singapore in 2012 but this was dependent on a number of factors including the state of the US economy in 2012 which may impact its members' ability to travel overseas. Chair Cohen shared that even though the IAGR would also be holding its conference in Singapore in 2012, he did not commit IAGR to holding back to back conferences with the IAGA in 2012.

6. Steering Committee members thanked Chair Cohen for communicating the IAGR's plans to the IAGA.

**Agenda Item 2 - Governance Sub-Committee / Membership Sub-Committee**

7. Chairman of the Governance sub-committee T. Raja Kumar brought the meeting through the proposed terms of reference for the sub-committee and taskings which were subsequently endorsed by the Steering Committee. The terms of reference for the Governance sub-committee are:

- a. To develop the governance framework for the new IAGR. This will involve:

Task	Action party
1. Identification of the proposed new structure of the IAGR Steering Committee e.g. establishment of a Finance Committee and Treasurer. e.g. establishment of a Comms. & PR Committee. e.g. establishment of a Conference Committee.	Susan Hensel
2. Drafting new systems and processes for the nomination and election of IAGR Steering Committee members.	Mike Sarquis
3. Setting out corporate governance checks and balances within the Steering Committee e.g. whether there is a need to incorporate the IAGR as a legal entity. If so, where and how.	Mark Lipparelli
4. Identification of proposed amendments to the IAGR Constitution/Bylaws  e.g. limit on term of Chairman IAGR. e.g. limit on term of other key office holders, such as the Treasurer and Secretary. e.g. flesh out strategic direction of IAGR	T. Raja Kumar, Peter Cohen, Andre Wilsenach
5. Work out Financial Arrangements for IAGR e.g. Payment of Fees. e.g. Schedule of Payment. e.g. Seeding capital.	Mark Lipparelli, Kaye Macdonald
6. Work out membership framework and structure e.g. Corporate membership. e.g. Individual membership. e.g. Associate membership.	Mike Hill

- b. To present this proposed governance framework to the general membership of the IAGR.

- c. Upon endorsement by the IAGR general membership, to see through the implementation of the new governance framework.
8. The Governance sub-committee was requested to table its recommendations on the draft governance framework for the Steering Committee's deliberations by 1<sup>st</sup> week of December 2010. The implementation of the governance framework should be completed by the mid-year Steering Committee meeting scheduled for Jan 2011.

#### Strategic Direction of IAGR

9. The Governance sub-committee was also requested to flesh out the strategic direction of IAGR i.e. to review if the existing mission of the IAGR as spelt out in the By-Laws (Article I, Section 2) was adequate. Chair Cohen and Andre Wilsenach agreed to review the by-laws together with Raja Kumar, given that they had earlier conducted a review of the by-laws.

#### Incorporation as a legal entity

10. Mark Lipparelli was requested to check if there was a need to incorporate the IAGR as a legal entity. If so, where and how. Mark Lipparelli informed the Steering Committee that he would gather more information and update the Steering Committee in 2 weeks time i.e. by 27 Oct 2010.

#### Membership framework / Membership Sub-Committee

11. The meeting also discussed the membership framework. The Governance and Membership sub-committees were asked to consider introducing 3 tiers of membership i.e.
  - a. Corporate membership – membership for each gaming regulatory body.
  - b. Individual membership – membership for each individual regulator.
  - c. Associate membership – membership for individuals who are not regulated by gaming regulators (e.g. academics). Associate members should not possess any voting rights. Associate members could be invited to some but not all IAGR conference sessions.
12. The Steering Committee agreed to set up a Membership Sub-Committee, chaired by Mike Hill.

#### Funding

13. The urgent task at hand for the Governance sub-committee was to establish the amount of membership and conference fees to be collected and when the collection of fees should commence. This would in turn facilitate preparations for the 2011 conference. The Governance sub-committee was asked to consider collecting an upfront fee from members as seeding capital. For e.g. each gaming regulatory body could be requested to contribute an upfront membership fee for say a 5 year period.
14. It was agreed that the IAGR should not receive any industry sponsorship for its activities including for the annual conference. However, the IAGR could consider receiving sponsorship from individuals or associations that were not regulated by any gaming regulator (e.g. foundations).

15. It was also discussed and agreed that for every conference organised, the IAGR should break even or run a budget surplus. This would be the key principle to guide the funding and organisation of the annual IAGR conference.

#### Appointment of Treasurer

16. Mark Lipparelli accepted the Steering Committee's invitation to take on the role of Treasurer in the interim (i.e. for the first 6 months, beginning October 2010) until a permanent Treasurer was appointed.

#### **Agenda Item 3 - Conference sub-committee**

17. It was discussed and agreed that the Conference sub-committee would be chaired by the host regulator. As the 2011 conference would be held in South Africa, incoming IAGR Chair Serobi Maja would chair the Conference sub-committee.

18. The Conference sub-committee was requested to develop the plans for the 2011 Conference to be held in South Africa (e.g. date, venue) and present them at the mid-year Steering Committee scheduled for Jan 2011.

19. The development of the conference program and theme would be undertaken by the Steering Committee with Atle Hamar and Trudy Smith as the lead members. The draft program and theme should also be tabled at the mid-year Steering Committee meeting for discussion.

#### **Agenda Item 4: Steering Committee**

20. Chair Cohen suggested for Mike Hill (New Zealand) to act in proxy for Steering Committee member Keith Manch on all Steering Committee matters. The Steering Committee approved this recommendation.

#### **Conclusion**

21. There being no further business, Chair Cohen closed the meeting at 2.10 p.m. and thanked all members for their participation.

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Prepared by: James Chan  
18 Oct 2010

Reviewed by: T. Raja Kumar  
27 Oct 2010

Peter Cohen  
26 Nov 2010

Updated on: 17 Jan 2011

Approved with amendments by: IAGR Steering Committee members  
26 Jan 2011