Time: 7:15 to 8:15 CST

Participants:

<table>
<thead>
<tr>
<th>S. N.</th>
<th>Attendees</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lila B. Karki</td>
<td>Chair</td>
</tr>
<tr>
<td>2</td>
<td>Pradeep Wagle</td>
<td>Co-chair, Fundraising Chair</td>
</tr>
<tr>
<td>3</td>
<td>Megha N. Parajulee</td>
<td>Co-chair, Program Planning</td>
</tr>
<tr>
<td>4</td>
<td>Bhim Chaulagain</td>
<td>Secretary</td>
</tr>
<tr>
<td>5</td>
<td>Krishna Poudel</td>
<td>Coordinator, Agri poem</td>
</tr>
<tr>
<td>6</td>
<td>Ramjee Ghimire</td>
<td>Vice-President, Executive Committee</td>
</tr>
<tr>
<td>7</td>
<td>Basudev Sharma Pokherel</td>
<td>Chair, Local Arrangement Committee</td>
</tr>
</tbody>
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Agenda:

1. New Subcommittee Formation
   - Discuss and finalize the structure of newly proposed subcommittees.
2. Potential Panels
   - Brainstorm on potential panel discussion topics.

Decisions:

1. New Subcommittee Formation
   1.1 Outreach, Advertising/Marketing
      - Lead: Dr. Santosh Dhakal
      - Members: Bipin Neupane, Keshav Sharma, Kemika Bhandari, Sahil Ojha

   1.2 Agri-poem
      - Coordinator: Krishna Poudel
      - Co-coordinator: Govinda Baral
      - Members: Dr. Indira Paudel, Dhananjaya Dhakal, Dr. Bharat M. Shrestha
      - Agri poem citation will follow the first NAPA conference modality adopted in Oklahoma. Poem citations will be ONLY by the in-person conference participants.

   1.3 Logistics
      - Lead: Dr. Kripa Dhakal
1.4 Cultural Program
   • Coordinator: Dr. Madhav Parajuli
   • Members: Bhuwan Shrestha, Dr. Shital Poudyal, Raju Thada Magar

1.5 Table Tennis
   • Lead: Dr. Janak Dhakal

2. Panel Discussion Topics:
   2.1 Gender
   2.2 Food Security
   2.3 Climate-Smart Agriculture
   2.4 One Health

Note: The COC will search from the NAPA experts’ pool and reach out to various institutions and individuals to identify and invite expert panelists for each proposed panel.

Next Steps:
   • Subcommittee leads will initiate communication with their respective members to kickstart the assigned tasks.
   • COC will begin the search for experts on the identified panel discussion topics.