

# SAFE Board of Directors

## Board Meeting Minutes-August 2013



Approved by board on September 11, 2013

### Roll call

Directors:

Jim Anderson	Tom Benenson	Donna Wilt	Kurt Reesman
David St. George	Jack Vandeventer	John Dorcey	Kevin Murphy

Executive director: Doug Stewart

### Call to order

Meeting called to order at 2002 EDT by Chairman John Dorcey. There were no changes to the agenda as presented.

### Minutes from June

The June minutes (draft 2) were reviewed and approved. Tom moved and Jim seconded to approve the minutes. The minutes were unanimously approved.

### Newly elected Board of Directors members

John welcomed Kurt Reesman and Kevin Murphy to the board of directors. Ray Spengler was not able to participate. SAFE has a full board.

**Next meetings (please add to your calendars).** All board members are expected to arrange their schedules to participate. Regular meetings are the second Wednesday of each month at 8pm eastern time-EDT for September and October. November will be at 8pm EST. Please mark your calendars.

- 1) **September Board of Directors conference call** will be held on Wednesday September 11, Wednesday at 8:00pm EDT. Call in details will be sent in a separate message.
- 2) **October Board of Directors conference call** will be held on Wednesday October 9, Wednesday at 8:00pm EDT. Call in details will be sent in a separate message.

### Treasurer's report

Jim is the newly elected Treasurer and presented the July report. All seems to be in good shape and he is working with Larry and Jenny to understand the reporting needs and options. There were no comments or questions on the report.

### Membership committee

- Tom reviewed the report from the Sherry and the membership committee. The committee is drafting a poster with SAFE membership advantages for University

use targeting new flight educators. Kurt suggested that we focus on what matters to them. His recent conversations at Liberty University found that the students and faculty do not know SAFE. This was echoed by David's experience this week at a NTSB meeting. Again they don't know SAFE. Both mentioned that the web site, our social media effort (Facebook and Twitter), and the poster need to be linked to give a modern look and feel.

- Eight grant applications have been received. The deadline is the end of August.

### **Committees and structure**

John reported that the Board of Directors handbook and orientation guide is being revised to show all committees. This will provide the needed training material for the new and elected board members. John is reviewing the committees and members. Please let John know if other needs exist and to volunteer to participate.

- Governance Committee: Jack is a member and needs another board member and members at large. Provides the officer slate, interviews board candidates and manages the election process.
- Audit Committee: this is exclusively board members. Please call John to volunteer.
- Government Affairs Committee: Cliff Chetwin will chair the committee. John asked for a volunteer to be the committee board liaison. Kurt volunteered. Works NTSB, FAA and other government request for ideas and thought from SAFE members.
- Resource Center Committee: board liaison needed. Tom is on the committee.
- Finance Committee: Jim, Larry Bothe, and Doug Stewart are members and two members at large are needed.
- Flight Training and Safety Committee: John is checking on the status of the group.
- Membership Committee: Sherry Rossiter is the chair and Tom is the board liaison. This is an active, strong committee.
- Mentoring Committee: Bridgette Doremire is the chair with John Mahany and Jack on the committee.
- Strategic Planning Committee: Mark Adams volunteered along with John.
- Awards Committee: John is checking on the status of the committee. Tom is board liaison and Dee Frewert is the chair.
- Program Committee: Tom is on the committee and is the board liaison. The chair is Dee Frewert ([deefrewert@gmail.com](mailto:deefrewert@gmail.com)).

New potential committee: "Social Media" was recommended. Kevin Murphy and David St. George volunteered to serve. This is the heart of the integrated electronic vantage for SAFE with the web site and beyond.

Kevin commented that integrating social media with the web site is great, of course, but would be much better if we also integrated our existing old-style (i.e., advertising, PR outreach and Membership Committee efforts) recruitment efforts into one master

PR/Membership effort. Kevin volunteered to write it if his fellow Directors familiar with what's already happened will help.

### **Old Business**

- The strategic plan needs to be front and center for our board. Check the board manual (just revised) for your copy. Check it out. It's designed to be a 1-3 year view. John wants to add a detailed one year operations plan. Send your comments to John. Kevin suggested that we have a central place where up to date reports can be placed.
- Jack suggested that we need to recognize our board members that finish their terms. Jack suggested that they be recognized formally for their effort and dedication. John asked that Jack prepare a proposal and let the board respond.

### **New Business**

- Visibility for SAFE: David discussed his experience at AirVenture that showed that SAFE is not a known entity that he heard the same in conversation at NTSB this week and was echoed by Kurt while at Liberty University recently. We need to push for recognition and to educate on the "what's in it for me" from potential members view. David proposed that we have coffee and donuts for educators at the Sun n Fun tent next year and at AirVenture to promote conversation and awareness. More thought is needed and an action plan to bolster our visibility.
- Kevin suggested that we have a high profile person at the tent and have a "meet the FAA administrator (or other key aviator) person" coffee time to generate good conversation instead of a high dollar breakfast.

### **Executive director's report**

Doug reported on the past month:

- AirVenture went well. The new location worked especially since the FAA pavilion was not busy. He recommended that we keep this location for next year. Board agreed.
- The Pilot Proficiency Project (PPP) seminars were excellent. He was disappointed in the EAA coverage. PPP simulator was busy late in the week once people found the SAFE tent to register.
- Dinner conversation ran long and needs to be focused to a shorter timeframe. Donna suggested a program to add focus and details. We might consider a second speaker to relieve Doug from the long day.
- Doug mentioned that John Allen (FAA AFS1) retired and that John Duncan has been named to replace him. Jack asked how we can get John Allen involved with SAFE. Doug and John will discuss possibilities.
- The American Airlines chief sponsor and his lead pilot joined SAFE. Doug is pursuing possibilities.
- Sun n fun: Doug asked if there was support for Sun n Fun and the board concurred that SAFE needs to be present and visible. Breakfast alternatives are being reviewed.

- PPP at Redbird SkyPort in San Marcos is October 26/27 followed by IMC Club day on Monday and Migration on Tuesday to Thursday.
- The AOPA grant announcement is in September. Nothing has been heard so far.
- A fund raising concept was received by Doug and sent to the board for review.

**Adjournment**

The meeting closed at 2133 EDT. Moved by Tom and seconded by Jack. The motion to adjourn passed unanimously (unless you disagree?). We will leave the runway lights on for you. Be SAFE.

Submitted by Jack Vandeventer, Secretary

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