

SAFE Telecon Minutes



I. Call to Order – Chair

Scheduled Conference Date: Wednesday, October 14, 2009

Scheduled Start Time: 08:00 PM Central Daylight Time

II. Roll Call. Quorum present.

Doug Stewart, Chair	Alan Davis	Donna Wilt
Pat Knight, Secretary Absent, proxy to Doug.	Arlynn McMahon - Absent	Larry Bothe, Treasurer
Mark Adams, Vice Chair	John Dorcey	Tom Benenson

Minutes are taken by Alan Davis.

III. Early business.

Julie, Mike Phillips, Rich Stowell were present on the call. Doug asked if Julie, Mike, & Rich could go first and all agreed.

Mike expressed concern that we would have difficulty mounting a real campaign without 2 things – the insurance plan in place and the web site updated to the point that enrollment is more automatic/electronic.

Julie voiced concern that she felt that not enough direction had yet been provided – specifically funding and specific sell points.

Rich Stowell also indicated he felt a need for someone from the board to “adopt” one or more committees to provide liaison and connection to the board to help coordinate committee efforts.

The commitment was made that the membership drive is of major importance. Mark will be the interface with Julie & Mike and the minutes will show both the emphasis and the purpose. Mark will provide an organizational chart.

IV. Minutes of the last telephone conference have been emailed to board members.

Motion to accept the minutes? Alan Second the motion? Larry. Minutes accepted by unanimous vote.

V. Treasurer's Report – Larry

Our checking account balance is \$20,371. All bills are paid. Last month we had only about \$550 in membership sales; not much. As Doug said, we need to get on with our membership campaign.

VI. Committee Reports – Rich Stowell. See committee report at the end of this document. Rich was given the word to go ahead and get the new site up and functional as soon as possible.

VII. Unfinished Business.

A. Insurance – Doug. - Doug provided info regarding the impending insurance. Details to follow, but they include the ability to finance the premium over time, to be able to enroll online, etc. All the basic parts of the policy that we first saw are included. Underwriter will be back on Monday and has promised full time effort to get it done as soon as possible. Mark suggested that we have a legal counsel check to see what, if any, liability falls to us – Donna will check with a legal person she knows to take a look and make recommendations.

B. By-laws - Mark Adams. – Revision out now for about a month – have had a few comments and questions. Comments are being catalogued for future use, but there is no mechanism now to make any changes in what is out there right now. Governance will take that guidance and use it for the next round. Another note to go out soon to alert members to the timing of the vote. RE the 501 effort, modifications have been made to update the membership classes in the proposed by-laws so that a document can be filed approximately 11/1. Probably somewhere around the end of the year for approval if the package is right and the IRS gets it done timely. Est. filling fee - \$300 – 700.

C. AOPA Aviation Summit. – Doug reported – working on a new powerpoint necessary to get us into the program (back door entry). Panel fell through. Trying to get a room for us to have a meeting/gathering during the summit. Alan moved – Donna seconded – Doug should submit bills for his travel costs to represent – suggestion was made that he also do so for Sun N Fun and Air Venture and Independence – Motion passed

D. Website design. – Covered with Rich in his section.

E. FAR 61 & 141 changes.

Link to the NPRM: <http://edocket.access.gpo.gov/2009/pdf/E9-20957.pdf>
Need to come up with a unified method to come up with comments about the NPRM – and also to solicit others to comment as well. Pat will be asked to be the central collector and coordinator. Donna and Pat will form an ad hoc committee to assist in this and also in reference to the “F/O ATP” issue currently in congress.

F. Sun n Fun – Booth (E-6) has been reserved and charged to card, but has not shown up on the card billing yet per Larry. Has also checked to see if we can have someone sponsor the tent/site. John suggested that we try to get one down there rather than move the one in OSH – Donna volunteered to store at their place in Sebastian.

F. Sponsorships – Doug reported nothing so far from Cessna re sponsorship of website. Word is that things are tight at Cessna – CPC, and we don't know if they will follow through or not. Doug asked if we should keep with them at this point, since we gave them the first right of refusal. General sentiment was to wait for people to return from furlough week and not later than the end of the month.

G. Doug reported on the Cessna Safety Stand-down in Independence – attended by Doug, Drew Chitea, and Mark Adams . Also discussed ways to do this under the SAFE banner. Offer also made to do one for Women in Aviation and got negative response – in addition their information was last year's and shows NAFI as an exhibitor (who did not attend last year) and did not show SAFE who WAS there! Do we want to have a presence there this year? Donna suggested instead of boothing we consider a small scholarship. To be explored for the future, but probably too late for now. Donna will coordinate and also Doug will check for other details. Should we make any effort for a presence there this year?

VIII. New Business – *None at this time.*

IX. Next meetings

- Wednesday, November 11, 2009
- Wednesday, December 9, 2009
- Wednesday, January 13, 2009
- Wednesday, February 10, 2009
- Wednesday, March 10, 2009

X. Adjournment

Motion to adjourn? Alan Second? Donna

Board Contacts:

Tom Benenson Email: TBenenson@aol.com Term: 2 years	Larry Bothe, Treasurer Email: lbothe@comcast.net Term: 1 year	Doug Stewart, Chair Email: Doug@DSFlight.com Term: 3 years
Alan Davis Email: ADavis@IASAir.com Term: 3 years	John Dorcey Email: wipilot@new.rr.com Term: 2 years	Mark Adams, Vice Chair Email: adamsmark@earthlink.net Term: 1 year
Arlynn McMahon Email: arlynn@aerotech.net Term: 3 years	Donna Wilt Email: dfwilt@aol.com Term: 2 years	Pat Knight, Secretary Email: pknight@earthlink.net Term: 1 year

SAFE Board Mailing list: TBenenson@aol.com; lbothe@comcast.net; Doug@DSFlight.com ; ADavis@IASAir.com; WIPilot@new.rr.com; adamsmark@earthlink.net; arlynn@aerotech.net; dfwilt@aol.com; pknight@earthlink.net



-----SAFE Committees Report, 14 October 2009-----

Submitted by Rich Stowell, Committee Coordinator.

1. New Website:

- We seek approval to deploy the new website ASAP. It will take a couple of days from the date approval is given to make the site live. The site is and will continue to be a work in progress. Areas receiving top priority right now are the Member Listings and Members Only Area.
- Brian Robbins and Jenny Furst have begun populating the Member Listings page and rollover map with state-by-state information (supplied as PDFs). Five states are currently live on the Listings page. Twenty-one states have been processed by Brian and are awaiting upload by Jenny; the remaining listings are being worked on.
- Once the Member Listings are complete, Brian Robbins will begin the process of registering all SAFE members for the Members Only Area. E-mails confirming registration will automatically be generated from the website as members are registered. Once the registration process begins, the following action is recommended:
 - Issue an e-mail update to all SAFE members advising them that their Member Listings are complete and that SAFE has begun registering them for the Members Only Area. Also advise members that:
E-mails confirming your registration to the SAFE Members Only Area will automatically be generated as we enter your information. Please watch for an e-mail confirming this registration (be sure to check your junk mail box in case it is directed there by your spam filter).
- A total of 22 Member Profiles are on the new site (no change here), with five more waiting to be processed.
- Areas requiring Board action/direction:
 - How to handle Store transactions on the new site vs. the current method. The current method uses an off-site provider to process memberships (SkipJack.com, <https://vpos.skipjack.com/ezPay/order.asp>). The new site allows us to choose from three methods that are available as part of the e-commerce package: Paypal, Google Checkout, and/or Chronopay.com.
 - Figure out how we might archive files that are on the "old" website and who might be responsible for that. The suggestion was made to see if Radek Wyrzykowski might be willing and able to do this using his Office Live account before we dismantle the old site and move the "safepilots.org" domain name to the new server. Will someone on the

Board volunteer to discuss this with Radek?

2. Membership & Membership Growth: Report by Michael Phillips. Also see the Phillips-Hubner Memo and Tasks documents.

Several members who joined around the time of AirVenture reported that they did not receive their member ID cards. Records indicate that these members were processed and cards were mailed, but it seems we've had a batch of them lost in the mail. When we've become aware of this, new cards have been issued in relatively short order. Guided by Brian Robbins, we are researching the creation of an interface (a software package programmed exclusively to match SAFE's needs) to streamline data processing. As it stands now, member information flows in series from volunteer to volunteer (and there are several volunteers in the daisy chain). An interface will make data sharing much more efficient as it is transferred among volunteers and our webmaster. We hope this will also reduce some of the workload and time delays we've been experiencing.

3. Communications: We've been fielding several e-mails and calls from members expressing concern that they have not received an update in a long while. The consensus seems to be that members like periodically hearing from the Board! Please consider the following recommendations:

- Establish a regular membership update schedule moving forward, e.g., twice monthly.
- Rotate the responsibility for these updates among Board members, e.g., one Board member handles one or two updates, then the responsibility passes on to the next Board member, etc. This not only spreads the workload, but also keeps the entire Board in front of, and interacting with the membership.

For a little while longer, these updates may have to be issued as has been done in the past (i.e., with mass e-mailings), but we should soon be able to post such updates directly to the new website (under News, handled similar to a blog) where members will be able to receive them automatically by signing up for the website's RSS feed.

4. Affiliation/Sponsorship: Not counting the CFI Liability Insurance, SAFE now has a total of 17 companies who are offering discounts and other member benefits. Six of them have been added since the Oshkosh Dinner Meeting, when the challenge was issued to double the number of corporate partners in six months. We're half way to the goal, half way into the time frame! We still have a few promo codes to collect; otherwise, we are nearly ready to deploy the benefits page for the Members Only Area.

5. Governance: Report on Revised ByLaws by Mark Adams. Please consider the following recommendation regarding membership approval of the revisions:

Radek Wyrzykowski and Allan Skramstad are SAFE's most experienced individuals regarding online voting. The Board should consider approaching them as soon as possible and asking them to volunteer once again to run the voting for the revisions. Perhaps SAFE can use the same process that was used to elect the Board, only this time for dues paying members only. As before, perhaps we can use Radek's Office Live account -- this might be the most efficient method of handling the impending ratification process since we've essentially *been there before*.

6. Insurance: Report by Doug Stewart. When the insurance plan becomes available, the following

actions are recommended:

- a) Immediately issue a News Release to the aviation media and all SAFE members & supporters
- b) In an e-mail update to all SAFE members & supporters, consider including language similar to:
A frequently asked question regarding insurance is: "I have X months remaining on my old CFI insurance policy, do I have to wait until that policy comes up for renewal before switching to the SAFE-endorsed program?" In general, the answer is no, you don't have to wait! You can usually cancel your existing policy and receive a pro rata refund of the unused portion of the premium on your old policy, which you can then apply toward the new program. If you'd like to switch to the SAFE-endorsed insurance program now, please contact your current insurance provider to verify that you can indeed cancel your old policy and receive a refund of the unused premium.

Respectfully,

Rich Stowell