

SAFE Board of Directors

Board Meeting

Minutes

Aug 15, 2012-revised as approved Sept 12, 2012



Roll call

Directors:

Mark Adams

Tom Benenson

Larry Bothe

Cliff Chetwin

Susan Archer

John Dorcey

Donna Wilt

Jack Vandeventer

Executive director: Doug Stewart

Call to order

Meeting called to order at 2005 EDT by Chairman Mark Adams

Opening remarks

Adams welcomed Susan and Jack to the board for the term beginning with the August meeting.

The board elected Mark Adams to the position of Chair, John Dorcey as Vice-Chair, Larry Bothe at Treasurer, and Jack Vandeventer as Secretary at the July meeting.

Next meeting

Larry will be out of the country from September 5-22 and will not be present for the September 12, 8pm EDT next meeting,

Consent agenda

Adams asked if everyone had had a chance to review the consent agenda and if anyone had items to remove from the consent agenda for further discussion. No new items were added

Cliff moved to accept the consent agenda. Donna provided the second. The motion passed on a unanimous vote.

Audit Committee Report

Doug Kossell agreed to chair the committee. Jack, Cliff and Mark will be the board members. A detailed plan was reviewed. Doug will schedule a committee meeting to review and decide on an action plan. Larry will be heavily involved. Tom suggested that the board post a request for a member at large for the committee. Mark will post.

Finance Committee

The strategic plan for the next three years starting in January 2013 goes for three years to the end of 2015. Financial plan will take into account all initiatives in the plan. Please

refer to the plan for details. Raise all needs to support these and other initiatives. The board is encouraged to question and debate initiatives to ensure plan alignment.

Larry is developing a three year budget and to support the strategic plan.

Treasurer's report and Membership

Larry is working with Jenny on an automated renewal process. This will allow members to select automated credit card renewals in addition to annual membership. Jenny is programming the web site.

Tom is working on the listing of those that have not renewed along with the other board members.

AirVenture 2012

The board brainstorming session held Monday evening was a success to get face to face discussions on ideas. All felt positive that were involved. We will do this again when face to face. Larry thought that the discussion was a positive and productive.

Thirty volunteers and guests attended the first Volunteer Dinner held on Friday evening at AirVenture. All were supportive and recommended that the board continue the outreach at AirVenture 2013.

Fifty two new members joined at AirVenture and more than fifty renewed. We have 620 members. Renewal efforts are underway to reenlist those that did not renew.

The Pilot Proficiency Center forums and Redbird/SAFE simulator sessions were enthusiastically received. (Post AirVenture: Doug Stewart is discussing a relationship with AOPA to continue the effort at AOPA Summit and next year. Doug will send documents to the board for review.)

Susan and Donna reviewed the K-12 educator effort. The teacher survey was completed by 1/3 of the 150 in attendance. Most are interested in curricula and programs for class room. More details after the detailed analysis is completed.

Annual Awards

Doug Stewart and Mark presented 45 awards for service and volunteering at Air Venture. Seeing all stand and be recognized was quite a site. Good news all around. We need to encourage participation at all levels.

Member Benefits and Services

Tom Benenson will continue to develop and lead this area. Messages to new and renewing members were implemented this month crafted by Larry and Doug.

Marketing and PR Plan

Doug Stewart drafted a plan. Contact Doug to review.

Market feasibility and Instructor Development Program

Donna and Susan are reviewing this program and will report at the September meeting.

SAFE Ambassador Program

Mark Adams is developing a program proposal.

Quarterly magazine

Doug Stewart contacted three potential sponsors and shared his efforts to secure an editor. More to come.

Group membership

Doug is discussing an Embry Riddle request from Arizona.

Executive Director search

The Governance Committee is leading the ED search. A detailed plan, list, and process is being developed. Effort is underway to keep the March 2013 goal to provide 3 months of overlap and OJT.

Executive director's report

Stewart provided details about the Pilot Proficiency Center discussions with AOPA.

Adjournment

Larry moved that the meeting be adjourned, Tom provided the second, and the vote was unanimous. The meeting adjourned at 2200 EDT.

Next meeting

Next meeting of the SAFE board will be Wednesday, September 12 beginning at 2000 EDT via teleconference.