

# SAFE Board of Directors

## Board Meeting Minutes-June 2013



### Roll call

Directors:

Mark Adams	Tom Benenson	Donna Wilt	
Larry Bothe			
Cliff Chetwin	Jack Vandeventer	John Dorcey	Jim Anderson

Guests: Kurt Reesman and Ray Spengler

Executive director: Doug Stewart

### Call to order

Meeting called to order at 2005 EDT by Vice Chairman John Dorcey. John noted that Mark is in transit and will join the call soon. Mark joined the call at 8:10pm.

### Minutes from May

Discussion was held on what details need to be in the minutes and what details are needed from committee reports. There has been no guidance up to now on what to include and exclude. There will always be committee information that is for board use, discussions, news and issues, and actions needed that do not need to be open membership communication. Yet we want to be open about progress and needs.

The board decided to ask that all reports be written with two major sections: 1) Communications designed only from the committee to the Board and 2) the section for general information for the membership. This second section from each committee that is reporting will be added to the board meeting minutes by attachment. Jack was asked to draft basic guidelines and share them with the committee chairs to use as guidance for their monthly reporting.

The May minutes (draft 2) were reviewed and approved (with the changes mentioned above) and have the Treasurer's report, Government Affairs, and the Executive Directors report from the May meeting attached. Larry moved and Cliff seconded to approve the minutes. The revised minutes were unanimously approved.

### Newly elected Board of Directors member (effective July membership meeting):

Kurt Reesman retired from the Air Force after more than 29 years. He spent most of his time in fighters teaching in the F-4 to F-15. He taught at Liberty University from 2005 to 2013 and grew the Part 141 flight school from under 50 to more than 500 participants. He teaches with the AOPA FIRC and safety seminars. Kurt is moving from Liberty to a new venture to design and implement distant/on-line learning courses. He lives in Lynchburg, VA.

Ray Spengler grew up in Florida where he flew with the CAP at age 16. He has more than 8,000 hours and loves training pilots. He says that his own training has also never stopped. He is a FFAST team rep and wants all pilots to be SAFE. He is a four-time Master CFI and ground instructor. Ray is a DPE designate up through ATP and hopes to have this in place by the end of the year. Ray flies from Lubbock, TX.

Kevin Murphy will be profiled at a future meeting.

Welcome to all three newly elected board members and thanks to all that ran and were willing to be considered for the board. Please run again and encourage others as well. Send your recommendations to the Governance Committee.

**Next meetings (please add to your calendars).** All board members are expected to arrange their schedules to participate.

- 1) **Board Brainstorming session July 29:** All current and newly elected board members are asked to meet for a Board of Directors brainstorming session at the SAFE house in Oshkosh on Monday July 29 at 6:00pm. Please notify Mark Adams if you cannot attend. Bring all your ideas related to the Audit report. Consider what elements should be policy, procedure or just comments.
- 2) **SAFE board of directors meeting for July (ok August)** will be held in person at the Oshkosh Terminal building in a conference room being arranged by John Dorcey. Meeting time is 5:00pm. Date is August 1st. Details on the location will be available at the SAFE tent at AirVenture.
- 3) **Annual membership meeting and dinner** is Thursday evening August 1st and will be held at the Oshkosh Terminal building. Time is 6:00pm. Dinner dress is a tuxedo for Mark Adams and AirVenture casual for all the rest of us.
- 4) **August Board of Directors conference call** will be held on Wednesday August 14 at 8:00pm EDT. Call in details will be sent in a separate message.
- 5) **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.

### **Treasurer's report**

Larry presented the 2013 revised budget showing the goals and revenue sources and other income projections. Cliff noted that as long as we include the appropriate notes indicating the projected, but to date unrealized income and the Board's planned actions if the income is not realized, then this is a working plan and that the board should approve the plan. Jim noted that the budget is a goal and shows where revenues drive actions. SAFE has many goals and actions planned.

Jack moved and Jim seconded to accept the 2013 budget as proposed by Larry with all elements included. Motion passed unanimously.

Jack moved and Jim seconded to accept the 2013 budget as proposed by Larry with all elements included. Motion passed unanimously.

### **Government affairs committee**

Cliff noted that the Board had not tasked the committee with any projects in the past month and that the committee had not met. Doug mentioned that a person from ASA

has key web sites that she monitors to follow government actions and news. Doug will pass this on to Cliff.

### **Membership committee**

Tom reported that the letter to educators and to FFAST team representatives is in draft stage. The new SAFE brochure is out for review and edits before being printed. Please send all comments to Doug Stewart and Tom. The board approved the brochure with changes to the Associate member language per Donna. Donna asked that the Associate and Regular member be explained so potential members can decide what is membership type is best for them.

### **Governance committee**

John reported that the Board of Directors handbook and orientation guide is being revised. This will provide the needed training material for the new and elected board members. Congratulations to our newly elected board members and thanks to everyone that was nominated for their continued interest in SAFE to make it a member driven organization.

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

Doug reported on fund raising and AirVenture.

- Fund-raising for the "ezine" (electronic magazine) is progressing. Sporty's donation has been received for the and thanks to Hal for continuing to support SAFE. Twelve thousand dollars is in place and the remaining \$6,000 for the first year should come from advertising once the high quality product is in the market.
- AOPA grant for \$10,000 is in draft stage. Please send all comments to Doug. Due date is July 1.
- Pilot proficiency project is moving along nicely. The initial Redbird instructor class is this week end at the Redbird center.
- The teacher's program is being expanded and packets will be available at the SAFE tent
- AirVenture: 1) tent volunteers are needed. Doug asked that all directors and available members send their time available to him to schedule. 2) The membership dinner is set for Thursday evening. There will be plenty of food and a cash bar for all members and guests. Location is the Oshkosh terminal building and dinner starts at 6:00pm.

### **Round the table**

- Larry was thrilled to have the budget accepted and the blender was already on!
- Tom reported that the Program Committee is getting started and making progress.
- Mark mentioned that he appreciated everyone's time and patience
- Remember to add the AirVenture schedule to your calendar. It's a big chunk of time for all board members and we all agree it's worthwhile.

### **Adjournment**

The meeting closed at 2125 EDT. Moved by Larry and seconded by Donna. The

motion to adjourn passed unanimously. We will leave the runway lights on for you. Be SAFE.

Submitted by Jack Vandeventer, Secretary