

SAFE Board of Directors

Board Meeting Minutes-September 2013



Roll call

Directors:

Jim Anderson Tom Benenson Donna Wilt
 Ray Spengler
Jack Vandeventer John Dorcey Kevin Murphy

Executive director: Doug Stewart

Call to order

Meeting called to order at 2003 EDT by Chairman John Dorcey. There were no changes to the agenda as presented.

Minutes from August

The August minutes were reviewed and approved. Kevin moved and Donna seconded to approve the minutes. The minutes were unanimously approved.

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 October. November will be at 8pm EST. Please mark your calendars.

- 1) **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.
- 2) **November Board of Directors conference call** will be held on Wednesday November 13, Wednesday at 8:00pm EST. Call in details will be sent in a separate message.

Treasurer's report

Jim presented the August report. SAFE is on target with our budget. There were no comments or questions on the report. Jack moved and Ray seconded that the report be accepted as presented. The motion was unanimously approved.

Committee reports

John received 25 responses from members and non-members from his call for assistance with committee openings and service needs. He presented a listing of committees and openings and assignments. All recommendations were accepted. Tom moved and Donna seconded the motion to accept the committee assignments. The motion was unanimously approved.

- Governance: added Mike Brubaker
- Membership: added Gary Brossett
- Flight Training Safety: added Ken MacDonald

- Social Media: Kevin Murphy and David St. George. Tom asked Kevin to contact Nathan Zucker and review his ideas and suggestions
- Mentoring: Bridgette Doremire will complete her 1 year as chairman and with new job responsibilities will be looking for a new chair to replace her. Doug and Donna commented on the need for a passionate person in this role to carry on her efforts.

Committee reports

- Post meeting note: There was discussion that each committee chair/board liaison prepare a committee report and report on actions or no actions for the month and that the report include a section/paragraph suitable for the minutes and another section with information for the board review only as necessary.

Membership committee

- Tom mentioned that the Membership Committee met. Sherry Rossiter reported that 15 grant applications were received for the \$250 grant. A winner was selected and will be announced. The committee recommended that the board approve two grants for the next year: one grant for grades K-8 and a second for grades 9-12. Jim moved and Kevin seconded that the committee recommendation be approved. The vote was unanimously approved.
- The committee also recommended that the 2013 grant submitters be awarded Associate Memberships to promote their efforts and strengthen the SAFE ties. Jim and Kevin so moved and the vote was unanimously approved.
- The committee recommended that the 2014 grant timing be moved earlier in the calendar year. This recommendation was also accepted. Timing is up to the membership committee

Old Business

- The strategic plan elements were reviewed. The only change was to remove a section on the Professional Instructor Development Program. A committee was formed a year ago and met consistently and concluded that there was insufficient support to continue efforts.
- SAFE will be in the same location at Sun 'n Fun in 2014 and will be there for AirVenture 2014. The following ideas for both events were discussed.
 - SAFE will add a committee display and provide a way to expand our volunteers.
 - The idea of daily coffee and donuts at the SAFE tent to bring in potential customer to listen to a meet a person of interest has traction. Doug asked to have a member be responsible for the effort.
 - Tom suggested that we use posters and a video screen to promote the SAFE Resource Center was reviewed.
 - Ray suggested that we use a big video screen be used to promote membership, rolling with benefits, highlights with more splash and excitement.
 - Kevin suggested that we expand our Membership recruitment efforts with a "Sign up Here to be a SAFE member" effort.

New Business

- Annual Operations Plan: John will be driving the development of the Annual Operations Plan highlighting our goals and challenges for the year term. Send John your comments and issues/needs so he knows you are engaged in the board processes.
- Press releases: Doug mentioned that he sees us remiss in promoting SAFE through effective and timely press releases. Kevin volunteered to develop these and get them into the media stream. Doug agreed to provide a topic outlook for press releases in advance at each board meeting for the next month so we can prepare and be timely.

Executive director's report

Doug reported on August events:

- The Pilot Proficiency Project (PPP) announced that the first regional meeting will be held in San Marcos at Redbird. A web site has been set up to register pilots for the event by Rich Stowell. Good job Rich and to Doug and others for their efforts.
- Garmin and American Airlines are being contacted to support the PPP and SAFE.
- AOPA grant is to be awarded in September. SAFE is in the running.
- Doug will represent SAFE on the GAJSC

Adjournment

The meeting closed at 2150 EDT. The motion to adjourn was provided by Jack and seconded by Kevin. The motion passed unanimously. We will leave the runway lights on for you. Be SAFE.

Next meeting is October 9. Mark your calendar. Let's all be present.

Submitted by Jack Vandeventer, Secretary
