

SAFE Board of Directors

March 2015 Meeting
Wednesday March 18, 2015

First 40 minutes of the meeting was held using the Zoom video teleconferencing service; the remainder was held using the WebEx service. At the meeting conclusion, Board members agreed that SAFE buy a year's worth of unrestricted Zoom service for \$99.

Note: full audio of this Board Meeting is available in the Board Meeting folder, Board Meeting Minutes subfolder, in the SAFE Dropbox. File name: SAFE Board Meeting March 2015.mp3.

AGENDA

I. Call to order

II. Roll call & Welcome

a. Board Members (connection via phone unless otherwise noted)

Donna Wilt, Chair (video)	David St. George, Vice Chair (video)
Jim Anderson, Treasurer (video)	Kevin Murphy, Secretary
Sherry Rossiter	Ray Spengler
Jack Vandeventer (video with Zoom only)	Ken Wittekiend

- a. Executive Director John Dorcey
- b. Bill Irvin of MotionAir joined the BOD conference call representing the Governance Committee for an election process update.

III. Ground Rules

The meeting is open to SAFE Members

- Members must announce themselves.
- Member's mikes/phones will be muted unless they request to speak on a particular item.
- Time at the end of the meeting is set aside for comments from Members.

If sharing your screen so others can see it, please be sure the information on your screen is appropriate for a business meeting

IV. Approval of Consent Agenda A motion to approve this month's consent agenda, including the February 2015 minutes, was made by Ken, seconded by Sherry. Motion passed unanimously.

V. Web Conferencing provider – Zoom vs WebEx. First 40 minutes of meeting conducted with Zoom service; remainder with WebEx.

VI. Approval Minutes: (Approved with consent agenda, above.)

VII. Reports

a. Executive Director John reported that he met several current SAFE funders, including Hal Shevers and Teresa from Lightspeed at the WIA conference in Dallas, and had conversations with several large aviation companies. Flying Magazine has a new person with the company who wants a written agreement for its relationship with SAFE. The free FLYING subscriptions to members will continue, and John expects to see a gratis SAFE ad in the magazine, possibly in June. He submitted an application for a \$5,000 grant from Garmin last month. A couple of committee meetings were scheduled but none were held due to confusion on roles for notification-sending.

b. Treasurer Report. Jim displayed his report on the WebEx screen. He reported that February was a "remarkable" month for SAFE, with income greater than expected and expenses stable. An eZine expense from Mark Phelps will be available for payment shortly. Jim said \$4,850 in Life Memberships were sold for February. We now have two new SAFE Accounts established at Chase Bank. Jim, John, Donna, and Jenny are approved signers for checks. About \$7 was received via the Amazon Smile revenue-sharing program. Melvin Tiensvold of Tiensvold, Schaffer and Associates will prepare the 2014 SAFE tax return; this is the same firm that prepared the return last year.

c. Committee reports/ Board Liaison

Standing committees

Governance –Jack Vandeventer. Jack and Bill Ervin discussed the election process.

Finance- Jim Anderson. Nothing other than previously provided in the Treasurers Report.

Ad Hoc Committees

Membership - Sherry Rossiter. John met with committee last month and helped explain what the committee's charter meant. Committee member Para Darvez ran a "churn rate" analysis and found a 2.8% churn rate, which Sherry described as "fantastic." She said her committee needed some guidance on whether her committee or another committee would be in charge of the Teacher Grant for next year. Sherry said she already had about 100 packets of lesson plans made up for teachers for distribution at Sun'n'Fun and OSH. Kevin, Jim and John volunteered to call the next set of SAFE members at renewal time.

Programs – Ken. A small meeting was held in March, but only three committee members attended. A prime topic of discussion was sending an outreach to CFIs at their renewal time. The committee suggested creating a "Best of SAFE The Magazine" as an incentive for CFIs to join the organization, and Donna added that a "Best of the Resource Center" might also be a good incentive.

The other item discussed was a reach out to the Ask a CFI web site, to see if SAFE can participate with them, or at least have some acknowledgement on their web site.

Marketing – Kevin said meetings had not been held, but that he heard from MAE chair Chris that some "good stuff" was being done for beautification of the SAFE web site.

Government- Donna. A discussion of recommendations for various FAA Handbooks was held. The committee recommended folding the existing Weight and Balance handbook into the PHAK. The Government Affairs committee has completed a recommendation for the upcoming NPRM on UAV operations.

ED Search Committee - Sherry Rossiter. A draft of the solicitation was sent to all Board members. Sherry asked for a yes/no vote tonight on suitability of the solicitation. Jack moved to approve the draft and David seconded the motion. Passed unanimously.

VIII. Old Business

a. Previously Tabled Business

Partnership with Airborne Partnership Initiative –with Zoom Campbell. John has had some discussion with Zoom Campbell about this, but the Board preferred to leave this item on the table for now, pending more progress by Zoom.

b. Mindstar Letter of Understanding. John recounted the SAFE LOU with Mindstar for the demonstration project. David moved to approve the LOU, Kevin seconded. Unanimously approved.

c. Sun n Fun – Tent, Volunteers, Breakfast. John reports the tents have been ordered, and he is receiving calls from individuals wanting to volunteer. The breakfast location will be in the Terminal Building. Rental of the terminal building is high, but John has friends in Florida who can get the venue for SAFE for free. John reports we are covered for about \$1,000 for breakfast and he is looking for funding to replace and update the banners used at SNF. He said Piper may be able to contribute for exhibit items.

d. Air Venture – booth. John reported that EAA should have given SAFE a refund for the smaller exhibit space, but instead charged him double. After some work, John did get his money back. Banquet location at OSH is confirmed, as are the two booths in the building. Two volunteers have been recruited to work the booth. John is continuing to work on a sponsor for the SAFE exhibit. The MAE committee will be asked to suggest some cost-effective designs for the SAFE booth.

IX. New Business

- a. Approval of ED Solicitation. Previously approved under the ED Search ad hoc committee. (See above).
- b. Air Venture lodging. The former SAFE house was declined this year due to increased cost and decreased demand. Other houses are available, and additional options, including the dorms, were discussed. David suggested that his flying club rents a house near the terminal and it may have empty rooms this year. He encouraged SAFE board members to use those.
- c. Approval of Committee Charters. John explained that most of the committee charters were completed and ready for approval. The purpose of the charters is to get the committees focused. He advised we ask for input from the committees on an ongoing basis. Approval was deferred to the next meeting so board members would have more time to review the charters.

X. Discussion and updates

- a. Elections for Board. Discussion centered around how to encourage potential Board members for the upcoming Director elections. There are three one-year positions open. Existing Board members who suggested potential candidates will call those candidates to ask them to participate.
- b. Retreat planning. The agenda developed earlier stands. Sherry mentioned that she would be sending out the Myers-Briggs personality in a few days in preparation for the planning meeting.
- c. Approval of Committee Members. SAFE By-Laws do not require Board of Directors approval for members of committees. Donna said that the Executive Director, in consultation with the Board, is to select and approve members.
- d. Flying Again Request for support. Donna sent them an email saying we weren't interested in advertising.

XI. Member Comments

XII. Adjournment

Next meeting (please add to your calendars). April 15, 2015

All board members are expected to arrange their schedules to participate. Regular meetings are the **third Wednesday of each month** at 7pm eastern time except in July when the meeting is at AirVenture.

Printed on SAFE.org on the page with meeting minutes:

Board meetings are normally held via teleconference using the Zoom teleconferencing service on the 3rd Wednesday of each month at 7 pm Eastern time. Current SAFE members and invited guest may attend monthly Board Meetings.

If you have a particular topic you are interested in, please email the SAFE Board Secretary at communications@safepilots.org. prior to the meeting.