

Space Frontier Foundation Board Meeting Agenda – January 9, 2002

Present:

- Bob Noteboom, Chairman of the Board
- Denise Norris, Board Member
- Bob Hillhouse, Treasurer
- Brook Mantia, Secretary
- Tony DeTora, Board Member
- James George, Executive Director
- John Carter McKnight, Board Member
- Rick Tumlinson, Board Member & President

Absent:

- Bill Boland, Board Member
- Libby Workman, Advocate Coordinator
- Shubber Ali, Board Member

□ Call Meeting to Order – 7:10pmPT/10:10pmET

□ Approval of Minutes

- December 19th Board Meeting. Motion approved to accept the Minutes.

□ Discussion of Response to Final Report

Bob Noteboom shared some of the feedback posted to the Advocates BBS. Comments included assigning “mentors” to new Advocates; more communication to the Advocates from the Board; and recommending that we manage a single back account for all funds, and just do better accounting to distinguish earmarked funds. Mr. Noteboom requested that every Board member review the comments posted on the BBS, and distill relevant items to their own area into a report/response, and send via email to the rest of the Board in advance of the next Board meeting.

□ Review of Outstanding Actions

- Policy/Vision Review – Rick Tumlinson
Mr. Tumlinson indicated he would have something in writing within the week. In the meantime he has been getting input from various people.
- PR/Media Review – Rick Tumlinson / Tony DeTora
Mr. Tumlinson said this can be ready by tomorrow.
- Organizational Affiliations Review – Bill Boland / John Carter McKnight
Mr. McKnight is putting the finishing touches on this report. It will be a general overview of our status.
- Bylaws Review – Bob Noteboom
Mr. McKnight still owes Mr. Noteboom a legal compliance review. Since there will be ongoing by-laws issues, for the purpose of the extended 60-day Review Resolution, this review will be limited to legal compliances items only.

□ Committee Reports

- Policy and Message Committee – Rick Tumlinson / Tony DeTora
MAP (Messaging and Policy) Committee met this morning, they’re looking at shuttle privatization possibilities. Mr. DeTora spoke about the transition briefing, how to best convey to the new NASA Administrator what our agenda is. O’Keefe’s primary goal at NASA is to establish metrics within the organization, and we’d want to position

ourselves accordingly. A decision needs to be made soon regarding what the Foundation is going to do regarding Roundtables, and working with ProSpace.

- Finance Committee – Shubber Ali

No finance committee meeting has occurred yet. Shubber Ali has been difficult to contact.

Gala Update from Denise Norris: No new checks have been received. There is still about \$65K owed to us. If this is not collected, this means Gala did not make a profit, and leaves us with debt. This also means Frank Braun would owe us his incentive fee of \$10K back. The dentist group (DMS) appears to have a history of being delinquent. We may need to get legal advice. The Foundation should also register the Gala as our intellectual property. We must have a letter of commitment from DMS to make their commitment firm, or that money will not be included in receivables. When we close out the Gala accounting, either he will be paid his money, or he will owe us back. A formal resolution will be made by the Board when those books are closed out. Recommend we prioritize payments into a schedule to favor those that we do want to work with in the future.

- **Discussion of need for additional committees**

At the last meeting Bob Noteboom talked about creating Operations, Events, Fundraising and Membership committees, in addition to the 2 interim committees already existing. The first task of these committees would be to prioritize items from 60-Day Review Resolution and start taking action. Each committee would be chaired by a Board member. Committee assignments: Operations – Denise; Events/Projects – Bill Boland; Fundraising – Rick (reluctantly); Membership – TBD. Committee heads should write up resolutions for the next meeting to formally establish the committees.

- **Plans for prioritizing implementation of recommendations**

The first function of each of these new committees would be to prioritize implementation of the recommendations. Bob Noteboom also gave a “heads up” regarding the Executive Director position, and whether that continues to be a paid position. The current financial situation makes that prohibitive. A resolution should be crafted to address how the Executive Director reverts to a volunteer position.

- **Discussion of time and dates for 2002 Board meetings**

It has been recommended that the Board hold a fundraising training workshop in conjunction with a Board of Directors meeting in February, and another workshop on policy in March, so everyone should check their schedules. This would be an in-person event.

- **SETI use of Gala mailing list**

Diane Richards of the SETI Institute requested a copy of the Gala mailing list. She was initially turned down only because it is Foundation policy not to make our lists available under any circumstances. In consideration of our relationship with SETI, and their involvement with the Gala, the Board felt we can make an exception, and perhaps arrange to swap mailing lists with under certain conditions. Such a swap would be beneficial to both our organizations, however, let’s wait until things are resolved with Frank Braun, after 15th.

- ❑ **Grant administration for New Jersey Public Space Center Feasibility Study**
This would be great for us to do, but we're not in a position to take it on right now. We would get a fee for doing this. If we can do this later, that could work.
 - ❑ **Max Hunter Memorial Services**
The Foundation has lost one of its Advisors. Something should be posted to the Advocates BBS and on the website as well. James George and Brook Mantia will be attending his memorial service in San Francisco on the 19th.
 - ❑ **Adjourn – 8:43pmPT/11:43pmET**
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