

Space Frontier Foundation Board Meeting Minutes – April 10, 2002

Present:

- Bob Noteboom, Chairman of the Board
- Brook Mantia, Secretary
- Tony DeTora, Board Member
- Rick Tumlinson, Board Member & President
- Libby Workman, Advocate Coordinator

Absent:

- Bob Hillhouse, Treasurer
- Denise Norris, Board Member
- James George, Executive Director
- Bill Boland, Board Member
- Shubber Ali, Board Member

❑ **Call Meeting to Order – 7:07pmPT/10:07pmET**

❑ **Approval of Minutes**

- A motion to accept the March 20th Board Meeting minutes was approved.

❑ **Review of Fundraising Efforts**

Additional donations have been received since Bob Noteboom sent out the last Advocates Update. There's still a long way to go, but at least the bills will get paid this month. James George will be managing the Howard Foot donor relationship. Mr. Foot's contributions are intended to support a Roundtable and PR efforts, as well as GenOps.

❑ **Items for Advocates Update**

Acknowledgement of Howard Foot and John Sutton's sponsorship will be noted.

❑ **NASA Grant Financial Reports**

Bob Noteboom believes this is all taken care of now.

❑ **Gala Account Receivables (Slivka and DMS)**

Slivka and DMS are the only 2 outstanding receivables remaining from the Gala. James George needs to resolve this. There's also a question as to what happened to the zero-G flight that was going to be auctioned on e-Bay.

❑ **Committee Reports**

• MAP Committee – Tony DeTora

Mr. DeTora submitted a Motion to create a Message and Policy Committee (MAPCom) that will establish a framework for the development, review and approval of all policies and messages for the Foundation; and will oversee the development of documents that accurately state the Foundation's policy positions for consideration by the Board. The Committee shall also be responsible for other message-related or policy-related issues that require response as assigned by the Board or its Chairperson.

This committee shall consist of no less than three Board members and other Advocates as approved by the Board. Other individuals will be asked to participate as deemed necessary by the Committee Chairperson.

The motion was approved.

Currently on committee: Tony DeTora, Bill Boland, Rick Tumlinson and Bob Noteboom.

As an FYI, Bob Noteboom mentioned he has been contacted by MTV for a story about space tourism scheduled for later this month.

- Finance Committee – Bob Noteboom

Bob Noteboom has completed rebuilding the books.

Regarding outstanding debt arrangements, payment plans have been worked out with most vendors. Plans still need to be worked out with Beth Elliott (recommend \$200/month, total \$1,350), Prestige A/V, and Lee Wayne, Inc. for the awards. Brook Mantia has been in contact with Jeff Moore at Prestige A/V; he understands our situation and will appreciate whatever we can do.

- Operations Committee – Denise Norris

Denise Norris is still inactive. Bob Noteboom wrote up set of procedures for donations, deposits and payables. Procedures need to be worked out for John Wright in the office.

- Events/Projects Committee – Bill Boland

Bob Noteboom reported that Tony DeTora had recently accepted the position as program chair for RTTM. Bob Noteboom and Bill Boland will be going to Houston next week to seek support, mainly in the form of sponsorships. The hotel contract is done.

Rick Tumlinson expressed his concern about what's going on with plans for SFC11 since he currently has no role. This is an issue because it is part of his job as President to be intimately involved in the design and development of the annual conference. The work that had been earlier in the year seems to have been put aside and everything is on hold. It's not clear what, if anything, is being done, and it's getting very late in the planning cycle.

- Marketing Committee – Bob Noteboom

Bob Noteboom acknowledged that John Carter McKnight has resigned from the Board for personal reasons. Mr. McKnight had previously sent an email to everyone on the Board email list informing them of his decision. He will be sending a note to Advocates to tell them, as he indicated he wanted to let them know himself. The Marketing Committee will be on hold, and its function distributed to other committees as necessary, until there are enough volunteers to get it going again.

- Member Services Committee – Bob Noteboom

Bob Noteboom is working with Libby Workman to make sure donors are getting acknowledged, and are receiving the items that have been offered (i.e. hats, t-shirts, etc.). Rick Tumlinson is working on reviving SpaceFront, and working with Apogee as a potential publisher. Brook Mantia volunteered to help with editing and content.

□ **Date for next Board Meeting: May 1, 2002**

□ **Adjourn – 7:53pmPT/10:pmET**