

# Space Frontier Foundation Board Meeting Minutes – October 12, 2002

## **Present:**

- Bob Noteboom, Chairman of the Board
- Brook Mantia, Secretary
- Tony DeTora, Board Member
- Sam Coniglio, Board Member
- Al Differ, Board Member
- John Cserep, Board Member
- Elaine Walker, Board Member
- Pat Dasch, Board Member

## **Absent:**

- Rich Godwin, Board Member
- Bob Werb, Treasurer

## ❑ **Call Meeting to Order – 9:06amPT/12:06pmET**

### ❑ **Approval of Minutes**

- A Motion to accept the Annual Business Meeting Minutes of September 13, 2002 was approved.
- A Motion to accept the September 28<sup>th</sup> Board Meeting Minutes was approved.

### ❑ **Administrative Items**

- Leadership roster updates: James George, project managers, etc., will be added to the Leadership Roster.
- Bios/photos for web site: The only missing item now is a photo for Pat Dasch. She can submit one when she's back home in 9 or 10 days.
- E-mail addresses (@space-frontier.org): Send requests for accounts directly to Mike Heney.
- Business cards: Tony DeTora said Peter Thorpe said Sam Coniglio was preparing an Avery template for business cards for use with MSWord. Mr. Coniglio obtained Foundation logos from Mr. Thorpe.
- Letterhead updates: Brook Mantia still needs to post the updated letterhead (and approved job descriptions) to the Fluid Enterprise website.
- Advisors update: Bob Noteboom still needs to talk to Rick Tumlinson regarding status of the Advisors.
- Fluid Enterprise Accounts: Accounts are set-up for all the Directors, but not every one has logged in yet. Everyone is urged to do so if they haven't yet.

### ❑ **Committee Reports**

- Message and Policy – John Cserep, Chair. The committee met and discussed what process to use. Mr. Cserep distributed an email summarizing the meeting. This is a first cut. There needs to be a process for policy, as well as the capability for fast turn-around on time-critical issues. The committee will use the Advocates BBS as a sounding board to get feedback from the Advocates. Elaine Walker has modified her Mars policy based on feedback from the BBS. The benefit to the Foundation of establishing a joint policy with the Mars Society is questionable since Robert Zubrin persona non-grata in the space community right now. A press release regarding the space commercialization panel at the World Space Congress was recommended. The draft press release on the NEXT Plan is fairly negative and can be modified to have a more positive spin. We need to clarify what plan is—what should NASA's role be? What should we do about it? What is the relation to the Space Settlement Act? What are the near-frontier/far-frontier distinctions? (Is CATS near-frontier? If so what should NASA's role be?) We should say something about the NEXT Plan from a PR perspective, and focus on the near-frontier/far-frontier message. Another issue to investigate is the Zero-G FAA approval. Pat will follow-up with her contact at FAA to try

and confirm the facts. Tony DeTora is going to talk to several people and develop the Communications Manager job description. The committee also needs to clarify what John Hanks' role is, and clarify the agreement with him.

- Finance – Bob Noteboom, Chair. The committee did not meet. Bob Werb will get current financial reports out to the committee.
- Operations - Tony DeTora, Chair. The committee met this week. The Executive Director job description has been approved. Mr. DeTora will be putting out a call for candidates this weekend. Office space is not necessary now, but storage space will be required. The committee also discussed transitioning the phone/fax lines to whatever new arrangement is set-up.
- Events/Projects – Rich Godwin, Chair. No meeting, no report.
- Marketing & Fundraising – Pat Dasch, Chair. Ms. Dasch tried to get an email discussion going as preparation for a better telecom. The only response was from Rich Godwin who wanted to “get going” on paying off the Arthur Clarke Gala debt. (Bob Noteboom did respond, but Ms. Dasch didn't get it yet.) Her priority is to develop a broad, multi-faceted fundraising plan. She requested input/background on the Development Director position—James George isn't keen on continuing, based on her conversation with him. She and Mr. Noteboom will review this offline. Any ideas are welcome. Input from the policy committee is key. Also, projects and events are the most practical means to raise money—few major donors are willing to contribute only to general operating expenses. The committee will be meeting in the next of couple days.
- Member Services - Al Differ will serve as chair, since Mr. DeTora is already chairing another committee. Pat Dasch is interested in joining the Member Services committee. The committee still needs to schedule a meeting.

❑ **Update on Budget Process.** (The Treasurer was not on the call so this item was skipped.)

❑ **Other Business**

- BBS. Sam Coniglio was going to lead a team to come up with recommendations to address issues regarding the Advocates BBS, but the tone seems to have improved somewhat, so we'll leave it alone for now.
- World Space Congress. The booth is reserved. Return to the Moon posters are on their way, along with tri-fold brochures, member sign-up forms and SpaceFronts. Several people have volunteered to work table.
- Rick's Proposal. Having heard no major objections raised, Rick Tumlinson's proposal to produce core marketing materials is going forward. There will be an editorial meeting on Monday for SpaceFront. Bob Noteboom will be the Board member accountable for keeping the project on track and make sure the deliverables are fulfilled.
- The Five Outcomes (including Vision Project/Space Settlement Act/Hollywood). At a minimum, the missions and goals from SFC11 should be posted to the Advocates Resource webpage. Elaine Walker will follow-up with Bill Boland on generating a conference report for posting also.

❑ **Date for next Board Meeting :** Saturday, October 26, 2002 – 9:00amPT/12NoonET. (Tony DeTora and Pat Dasch will be unavailable.)

❑ **Adjourn – 10:11amPT/1:11pmET**

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