

# Space Frontier Foundation Board Meeting Minutes – October 26, 2002

## **Present:**

- Bob Noteboom, Chairman of the Board
- Brook Mantia, Secretary
- Al Differ, Board Member
- John Cserep, Board Member
- Elaine Walker, Board Member
- Rich Godwin, Board Member
- Bob Werb, Treasurer

## **Absent:**

- Pat Dasch, Board Member
- Tony DeTora, Board Member
- Sam Coniglio, Board Member

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

### ☐ **Approval of Minutes**

- A motion to accept the October 12<sup>th</sup> Meeting Minutes was approved.

### ☐ **Administrative Items**

- Leadership Roster Updates. John Hanks will be added to the Leadership Roster.
- Business Cards. Waiting on template from Sam Coniglio, but there seems to be no urgent need.
- Letterhead Updates. The current Foundation Letterhead is posted on the Fluid Enterprise site.
- Advisors Update. The Letterhead matches the list of Advisors as shown on the website.
- Fluid Enterprise Accounts. Everyone has successfully logged in.

### ☐ **Committee Reports**

- Message and Policy – John Cserep. One press release was issued for the World Space Congress. Another was prepared for the panel Rick Tumlinson was on, but it was lacking quotes from Mr. Tumlinson, as well as a fact-check, so it never went further than that. The business center at WSC was a joke—between long lines and poor equipment—so producing anything on site was impossible. However, the session was well-attended. We should follow-up and see if there was any press coverage. Mr. Cserep will ask Dennis Wingo if he can write a summary. The John Hanks agreement is approved and only needs Bob Noteboom's signature. The MAP committee is in need of several lists: the Advocates list, a membership list, a press list, and a universal list of any and everyone in the space community. The committee is working on processes for generating policy statements and press releases. The committee is empowered to produce press releases on fast turn-around basis, without explicit approval from the entire Board. The committee will present the Advocates this week with 5 or 6 items that require a policy, to identify a lead person for each issue (e.g., ISS/Space Tourism, Space Trans/SLI/new launch vehicle issues, RTTM/Mars, NEOs, Unmanned Discovery-class missions, etc.) There was also discussion whether the Joint Mars Policy Statement with the Mars Society is still a good idea or not, and if other organizations (e.g. NSS) should be included.
- Finance – Bob Noteboom. The Treasurer pointed out that the financials basically exist in a vacuum unless there are project balances to work with, so he is working on that. Mr. Werb will send reports by next meeting to get input on resolving formatting issues. Project balances will be set as of January 1, 2003. From that point forward, a 10% administration fee will be applied to all projects. Efforts to collect outstanding Gala commitments will resume.
- Operations - Tony DeTora. The Operations Committee meeting was held jointly with the Member Services Committee. The Executive Director job and disposition of the office were discussed. Only 2 candidates have shown an interest in the Executive Director position. Tony DeTora is the preferred choice. A stipend of about \$1000 a month would cover about 10 hours of work per

week (probably more.) The only way this expense can be justified is if the Executive Director is accountable for raising \$12,000 a year or more, otherwise, it's not worth it. A Motion to approve Tony DeTora as Executive Director was approved. Bob Noteboom will extend an offer to Mr. DeTora for the position. Someone needs to go to clear out the office and figure out where everything should go. This will be the first task assigned to the Executive Director. The Foundation will cover his travel expenses.

- Events/Projects – Rich Godwin is still catching up after WSC. Mr. Godwin has been speaking to Pat Dasch about marketing and fundraising.
- Marketing & Fundraising – Pat Dasch is leading committee email discussions, focusing on how to collect the outstanding debts owed to us—mainly from last November's Clarke Gala. Plans are in the works to get a letter out to the membership with a year-end report and solicitation for contributions.
- Member Services – Al Differ. Waiting for the appointment of an Executive Director to participate on the Committee before going forward. Also, the Advocate Coordinator job description will be distributed to the Advocates to solicit volunteers. A project proposal to support a public interface for the Foundation will be distributed to the Board in the next couple of days. Otherwise, things are moving along. The committee is working on a membership database which will be posted on the Fluid Enterprise site.

□ **Other Business**

- BBS. (Waiting for a report from Sam Coniglio.)
- World Space Congress Report. (Rich Godwin covered some of this in the Message and Policy Committee report, but no one who attended WSC was still on the call by the this time.)
- Review of Rick's Core Materials Task – Bob Noteboom expressed some disappointed that all the committed deliverables have not been received from Mr. Tumlinson yet, although he promised to submit the essay and brochure by Tuesday. Mr. Noteboom acknowledged that Mr. Tumlinson's involvement at WSC had contributed to the delay.

- **Date for next Board Meeting**: Saturday, November 9, 2002. Bob Werb will not be available, but will have submitted the financial reports before then.

- **Adjourn 10:14amPT/1:14pmET**
-