

National Association of Rocketry
Board of Trustee Meeting minutes

Cincinnati Ohio
August 2005

Administrative Matters

A motion by Jay Apt, seconded by Jennifer Ash Poole, to approve the minutes of the Kenosha, WI meeting passed unanimously. A motion by George Rachor, seconded by Jack Kane to approve the Executive Committee action to create the special committee on range operations and procedures passed unanimously.

Member Needs and Concerns

Allow Delay Modification by Level 1 Certified Modelers

David Erbas-White - derbas@arachneering.com

The Board noted that all APCP motor manufacturers allow this, following manufacturer recommendations, regardless of certification. Rule 4 of the HPR Safety Code contains two sentences which appeared to conflict. The first one, "I will use only commercially-made, NAR-certified rocket motors in the manner recommended by the manufacturer." Conflicts with the second, "I will not alter the rocket motor, its parts, or its ingredients in any way." The intent clearly is to use motors only in a manufacturer's recommended fashion. A motion by Trip Barber, seconded by Ted Cochran, to remove that second sentence, passed unanimously.

Motor Decertification Procedures

David Erbas-White - derbas@arachneering.com

The Board noted that NFPA 1125 requires engines to have a shelf life of 10 years after the date of manufacturer. If a date of manufacturer isn't present on the motor, then shelf life is assumed to be 5 years. Additionally, there is not any data indicating how engines perform over time given varying storage conditions. Without hard data on engine performance over time, there's no basis on which to change NAR decertification policy.

Hybrid Motor Ignition Methods

Alex Mericas - alex-mericas@austin.rr.com

Any ignition method recommended by the manufacturer is acceptable for use.

Complex Rocket Use for Level 1 Certification

Alex Mericas - alex-mericas@austin.rr.com

Current NAR HPR Certification standards permit use of motors up to the total impulse limit of the certification, i.e. Level 1 certification permits use of motors up to 640 Newton-seconds, not any combination of I motors. The policy is currently synchronized with UKRA and CAR. Bunny will follow up with Ken Good and insure synchronization with TRA.

Minimum Metal in HPR Rockets

Mike (Dutch) Duchnevich - mdrocket@rochester.rr.com

A question was raised about using aluminum fin cans on HPR models. A minimal amount of ductile metal necessary to insure safety is permitted by the HPR Safety Code. Additionally, given the total energy present in some HPR models, prudent use of metal per this provision of the HPR Safety Code has no adverse impact on safety.

HPR Certification Standards

Art Applewhite - Rocket877@aol.com

After review of input from members, the Board concluded active recovery is a key skill for HPR certification, and certification flights must demonstrate it. The Sport Services Committee will refine certification documents to make this requirement clear. Bunny will follow up with Ken Good and insure synchronization with TRA or report back to the Board if a different TRA policy emerges.

NARAM Historian

Bruce Markielewski, NAR #38377 - markielewski@axint.net

NARAM Historian -A request to create a “NARAM Historian” position generated further discussion around the NAR’s 50th Anniversary celebration and the need to document other parts of NAR History. Jennifer will follow up with other long time NAR members who are known to be interested and coordinate with Bunny.

Marketing Effort via Manufacturers

Ted Cochran - ted.cochran@honeywell.com

The Board discussed how best to market the NAR using manufacturers, many of whom are interested in more actively supporting the NAR. How can we make this effective for the NAR and yet not burden the manufacturers with extra work or expense? Bunny suggests leveraging the tri-fold brochure. That would work provided it was coded to indicate source. Bunny will work with Quest to revise the brochure then begin distribution to other manufacturers.

NAR Flag

Jennifer Ash-Poole - poole@nikeapache.gsfc.nasa.gov

An NAR flag would be a good thing to have at national events. Ted Cochran volunteered to price commercial offerings, while Jennifer would research local DC area options. If a flag is purchased, then going forward, it will be “owned” by National Events for control and maintenance.

Scholarship Proposal

Jim Flis - jflis2@fliskits.com

A proposal stemming from NARCON discussions about educational support saw Jim Flis of Flis Kits providing \$500 of additional support to NAR Scholarship Winners. Thanks!

Junior Member Kit Proposal

Carl McLawhorn - carl@semroc.com

Carl McLawhorn of Semroc would like to provide every NAR Junior Member with a kit. Bunny will work out the mechanics with HQ, then begin promotion via NAR sections and website.

X-Prize Cup and NAR Involvement

Terry Dean - shockwaveriderz@yahoo.com

The Board reviewed a suggestion to be involved in an X-Prize gathering in New Mexico. Since the events there for students involved egg flying there might be a TARC lead in or connection. However, there was no solid information about costs or potential local NAR support. Without those details, it was hard to see how we can support another outreach event on a national basis. Bunny will try to direct inquiries to provide those kinds of details in order to hopefully take better advantage of them in the future.

ATF Litigation – The Board reviewed litigation status in an Executive Session.

“Paying Forward, Looking Back” – NAR 50th Anniversary Celebration

Board members suggested a variety of commemorative events and projects to celebrate the NAR’s upcoming

50th birthday party. Items discussed included support from manufacturers (specialized kit stuffers), leveraging TARC connections with aerospace companies, ties to scout outreach, NARTS commemorative products, etc. The main theme we'd ask volunteers to consider in doing events is to focus on getting more NAR members. We'd need mechanisms to measure the volume of outreach being done and the relative success at converting people to membership.

The Board considered potential target ranges for outreach, from 5,000 to 50,000 and up. Bunny will solicit more inputs, and then work with the Board via email to establish a target for first time flyers prior to the March 2006 meeting.

NAR Website Award

The time has come for an NAR Section Website award, similar in concept to the Newsletter Award. Since websites are dynamic and not operated like a newsletter, a slightly different approach will be used to select winners. The Board agreed to try a popular vote mechanism, with some controls to avoid ballot box stuffing. The award will be promoted on the section listserver and various rocketry forums. The target for the first award will be NARCON 2006.

NAR Membership Statistical Review

NAR Membership continued a slow decline. The Board would like further information about renewal rates across various classes, i.e. section vs. non-section members, HPR vs. non-HPR members, etc. Bunny will follow up with George Gassaway. The Board asked Section Activities (Rod Schafer) to undertake discussion with non-renewing sections to see if there were any common causes to sections folding up shop. We can also work to improve TARC conversion, by making sure parents have the scholarship information in hand; NAR membership is required to apply.

Bunny suggests that a test of a different class of membership may be needed. We need a lower cost, easier to service membership packet. It could contain materials on CD-ROM, a "fill in yourself" license, promotional materials and offer upgrade options, applying some or all of the dues paid towards full membership. He suggests testing such memberships before making them a permanent part of NAR membership options. The Board approves the experiment, and Bunny will undertake development with the Membership Committee.

Financial Review, Stew McNabb, NAR Treasurer

Todd Schweim has now assumed full responsibility for ad billing and invoicing. He and Stew will be using an online version of Quickbooks to improve information collection and tracking on accounts. The NAR Board approved a retroactive increase in the NAR HQ service contract to \$16,500 annually (McNabb / Ash-Poole, unanimous). After the review, the Board made no mid-year adjustments in the 2005 budget.

Special Committee on Range Operation and Procedure, Jay Apt, Chairman

Jay Apt reviewed in detail his committee's preliminary report on NAR range operations and procedures. The Board voted to create a special Safety Committee (Apt / Kane, unanimous) with Ted Cochran as chairman. This committee will work to implement recommendations from Jay's final committee report, will maintain the NAR safety codes and help develop best practices on an ongoing basis. Possible first actions by the committee include development of a "Safety FAQ", a safety column for Sport Rocketry, a formal safety incident reporting system similar to the NASA aviation safety reporting system, and review of the NAR Trained Safety Officer program in conjunction with Sport Services.

The Board reviewed possible changes in NFPA 1127 including a new thrust to weight ratio requirement, more accurately defining the range boundaries for operations, suggested safety warning systems (e.g. airhorns, standard announcements), descent velocity limits and prohibiting spectator overflights. Bunny will discuss potential changes with TRA President Ken Good in advance of the October NFPA meeting.

NAR Partnerships

The Board reviewed the current status and plans for each of the organizational partners we've worked with up to this meeting.

AIA – We'll continue to support TARC, and work to develop funding for a "TARC feeder" program. We'll also tap into AIA's resource directory to contact education and grant resources in AIA member companies.

CAP – Stew McNabb reported on his conversations with CAP staff member Claudine Seigh at TARC. NAR will consider returning to the NCASE education convention in 2006, trade membership promotional information and other resources. CAP would require a formal memorandum of understanding (MOU) to proceed. Stew will handle the preliminary negotiations for that.

4H – Ted Cochran reported on his work judging entries at the Minnesota 4H fair. He believes we can leverage our flying fields effectively with 4H. Their chapters would prove to be a useful source of potential flyers for the NAR's 50th anniversary celebration.

Federation of Galaxy Explorers (FOGE) – FOGE is still working on an HPR oriented flight program. Trip will continue monitoring, as the organization is located in the DC area.

FAI – The Senior team selection flyoff returns to NARAM. John Langford continues his work with the Junior team. Bill Stine is interested in actively supporting FAI activities.

American Camp Association – Jennifer Ash-Poole has contacts she can work with here to get NAR resources into camp directors' hands.

Committee Reports:

Sport Services, Carl Tulanko, Chairman – Level 2 exams are now available from HQ. Some formatting issues with online materials have been corrected. L3CC activity remains high, with a fully functioning committee actively soliciting feedback and new members.

Standards and Testing, Jack Kane Chairman – TRA certified motors meeting contest certification criteria will be added to the Contest Certified list. Jack has contacted all members who submitted MESS reports and is preparing a Rocketeer article summarizing the results received. He'll also ask for more participation in MESS reporting. New motor testing temporarily pushed Triennial testing back, but motors are in hand from Quest, Loki, Aerotech and Estes; the committee is awaiting motors from Ellis and AMW. Bill Spadafora is working on resurrecting the hybrid test facility. John Lyngdal has taken on the S&T Secretary position. He'll be working on reproducing standing S&T policies and getting them distributed, updating the combined certification list, getting up to speed distributing the "R Notes" (official S&T announcements) and checking the email distribution for those to make sure we have valid addresses for everyone. The Committee is investigating automation of thrust curve production from test data. This effort will be reviewed at the March 2006 Board meeting. S&T is considering a "Vendor Site Test Policy" outlining under what conditions S&T would test motors directly at a vendor site. Issues to consider in that policy development include: (a) costing, i.e. what would a vendor pay for, (b) insuring the vendor can follow NAR standard testing protocols, (c) setting vendor approval standards; (d) calibration data and methods for vendor facilities, (e) data collection and formatting, etc.

Section Activities Committee, Rod Schafer, Chairman – The Section of the Year Award deadlines will be shifted a bit earlier to give sections a bit more time to respond. The award will be split into three parts, to allow smaller sections to compete with their peers in terms of size; larger sections have a distinct advantage under the current scoring system. We'll investigate putting both the Needs Fixin and Section of the Year Awards up on web based survey tools.

Contest and Records, Tom Lyon, Chairman – C&R continues work on altimeter testing.

Trustee Election Follow-up:

Although board members are elected by the NAR membership the positions of the board are determined by the Trustee's following the election.

Motion by Jennifer (Seconded by Ted) that Mark Bundick is chosen as president and Stuart McNabb is chosen as treasurer. Motion carried unanimously.

Adjournment

A motion for adjournment was made by Ted (Seconded by George). Motion carried unanimously.