

## NAR Board of Trustees conference call, January 2, 2019

Present: John Hochheimer, President; Carol Marple, Vice President; Mark Wise, Secretary; Tom Ha, Treasurer; Randy Boadway; Vince Huegele; Kevin Johnson; Ed LaCroix, Jim Wilkerson.

Kevin took notes, because Mark was at the airport.

### **Website**

The NAR website is down due to a server problem until at least tomorrow morning, reports Greg Deputy. It is being rebuilt from a backup. Email server also was restored, but it's possible that some of the emails are missing.

### **Treasurer's Report**

Tom sent out the treasurer's report from his Gmail account. He is working on a lot of things to close out the end of the year. He is closing out national events, paying bills, and sending checks. Scott Alexander (NARAM-60 contest director) wants to have a call to go over some discrepancies in the final numbers due to deposits going into the US Bank account with no information; they must wait for the checks to clear and go through them.

Tom e-mailed a spreadsheet with the totals. He is waiting on the final year-end account total from AmeriChoice Credit Union.

NAR is doing well financially. We had the usual dips in the treasury, but the balances are starting to build back up again.

#### Open tasks:

- John arranged a meeting to talk with Anne Heacock, a CPA who works with Great Meadow, to finish the tax and payroll items on Marie's full-time employment paperwork.
- Tom is working on budgets. He would like to get emails regarding feedback on the budget – other expenses that need to be added, changes to budget values.
- Tom is working to get back into a groove (two days each month) to bring the NAR books up to date and maintain the position.
- John asked for the current budget to be emailed to the board members.
- John talked to Ed Chess, who agreed to act as a comptroller to help Tom with tasks that can be offloaded.
- Anne can help us out with the non-profit and payroll tasks, as a replacement for what Insight Accounting failed to accomplish this year. She can also do a review of the NAR bookkeeping practices to make sure we are up to date with current standards and audits to promote transparency.

Ed asked for details around the call requested by Scott Alexander. He would like to be a part of that conversation.

### **National Events**

The current issue of the E-Rocketeer contains the national events update.

Ed says the main NARCON hotel is fully booked. The backup hotel is now accepting reservations. It's cheaper, but 1/2 mile away.

### **Competition**

The draft rules for Section Championship are almost ready to be circulated. The competition subcommittee will discuss during their February conference call.

Carol asked whether there was a downside to bringing Section Champs back.

Randy opined that it might take a while for people to figure out how to game the system.

Ed said there was a regional contest chair that didn't see the benefit of section championships, but the committee has heard the concerns and they talked it out.

The structure of the NRC, and NARAM being a level playing field (no points collected) should eliminate some of the past issues with sections trying to run up an insurmountable point lead before NARAM.

RCP process is under way. Fewer than 12 RCP requests were submitted. This was a much smaller number than anticipated.

### **NEON Upgrade Summit**

We are getting more and more complex requests that impact Marie. We are now at the point where we must look at the member database and rescope what it should do, and what reporting we want to accomplish. We may need to go back to Neon about requests.

Family memberships are a mess in the system. TARC teams can also be difficult when the school pays for team members' NAR memberships by invoice. Our system is set up to create a membership when it is paid for, not when it is invoiced.

Any board members that interface with Neon should send John or Kevin their suggestions for improvements and changes.

### **Section Grants**

Can the grant process be simplified? Randy agrees, and would like to propose a draft for changes at the next meeting. John believes a streamlined request procedure is needed, but Randy feels that the hold-up is with the cutting of the checks.

### **Miscellaneous**

Mark will work with Carol to look at NAR policies to clean up. They will coordinate the time.

Vince asked about trends in the membership levels. Month-over-month numbers are down, but year-over-year numbers are up. Neon actually provides a lot of information about memberships. John will try and get some statistics together for NARCON.

Randy asked about return on the ad we ran in USA Today ad. John will check and see.

Carol asked about the NAR Rocket Science Achievement (RSA) program. A member asked about it on Facebook, submitted paperwork to Art Upton (who manages the program), but hasn't heard back. John

asked Jim to send an email to Art and copy John. We will eventually look at transitioning the role from Art to a new volunteer.

Kevin did some checking in Neon and found that the number members over 18 with junior HPR certifications has gone way down. There are many members with no birthdate in the system. He pulled a report to create a Constant Comment mail to the members to ask them to log in and update their records.

Jim met with Pat Fitzpatrick (Museum of Flight liaison) to ask who the museum will be sending to NARCON. They talked about fundraising to support cataloging the Estes and Piester acquisitions. They discussed the possibility of having some satellite locations to display parts of the collection – Huntsville, The Cosmosphere in Kansas, the air museum in Richmond. Jim is looking for suggestions from board members for locations to have different exhibit spaces.

Jim reached out to TRA to get information about their youth certification program they run, with an eye to possibly adding a test to the NAR JR HPR certification to have some level of cross certification between NAR and TRA.

Ed reports that the storage locker that houses the NAR launch equipment has been paid up for another year.

Call adjourned 9:55 PM. The next conference call is scheduled for February 6, at 9:00 PM Eastern Time.