

NAR Board of Trustees conference call, November 6, 2019

The meeting was called to order at 9:01 PM Eastern Time.

Present: John Hochheimer, President; Carol Marple, Vice President; Mark Wise, Secretary; Randy Boadway; Becky Green; Ed LaCroix (arrived 9:20 PM), Lynn Thomas; Jim Wilkerson.

Absent: Kevin Johnson, Treasurer.

Update on Presidential Activities

John attended the memorial service for Barbara Stine, representing the NAR. The Stine family appreciated the gesture. John talked to Bill Stine about some of the things that Estes is doing. They still want to support NAR, but we're not really sure what to ask for. What do we need that Estes can support? Bill told John that a new version of the Estes catalog should be released relatively soon – Bill said it “would knock your socks off.” Estes now has more than 50 employees on board.

John Langford, the FAI liaison, recommended Robin Houston for membership on a committee to advise the FAA on engaging youth in aviation. (Ms. Houston's daughter Charis is the 2019 Gleda M. Estes Scholarship recipient and a member of the 2018 Internats junior team.)

Headquarters update: With the continued rise in NAR membership, the HQ workload is increasing. John has asked Marie (HQ manager) to share what she thinks we can do to keep her workload manageable. Anne Heacock, our accountant, is reaching out to Marie to find out what she does and work on ways to streamline the financial operations. Could we identify someone to hire part-time to assist?

Randy asked how Marie's work time is spent. John said that most of her time is spent online resolving membership issues. She's really slammed with student groups at this time of year. Manual data entry is time-consuming. John said that we've streamlined invoicing so that billing schools is more efficient. John also said that Marie spends a lot of time tracking every membership payment, and that he's not sure it's worth the time anymore.

NAR membership stands at 7761 as of the end of October.

Junior HPR Level 1 wrap-up and other HPR news

John sent out the Jr L1 announcement in the latest *E-Rocketeer*, with an implementation date of January 1, 2020. John confirmed with Jim that the exam is ready is ready for rollout.

Jim will engage with John Thompson (HPR committee chair) on Level 2 updates – John has seen the document and sees no major issues.

John asked Jim to look at certification forms to see if there's a way to make the forms more straightforward and make it clear that the forms require signatures. (Chasing down signatures creates more work for Marie.)

IRS Form 990

Anne says our tax return is fairly straightforward, and that she has no reservations about submitting it. She added that we need to update our accounting system. John will send the draft return out to the Board for review, but Anne will need to have it back by November 13 in order to meet the filing deadline.

Launch controller for National Events

Following some mishaps at the NARAM-61 sport range, Steve Lubliner drafted three proposals for launch systems for NAR to purchase and make available for the sport range at NSL and NARAM. The Board's consensus is that we can no longer continue to hold local hosts responsible for providing sufficient equipment to run a national-level sport range.

If we add equipment, we'll need shipping boxes. Ed wants to build crates to ship 2-4 pads each, but they need to be light enough to be moved by a single person.

More gear obviously means more shipping, which is expensive in terms of labor and higher truck rental costs. Finding someone with access to a loading dock may also be challenging. Carol said that as we get bigger, an event service that stores and ships for a fee might be cost-effective. Ed pointed out that things have to be inspected, cleaned, and repaired after events, which might be impractical onsite at an event service and is certainly impractical to do at the end of an event before shipping everything "home."

John asked Ed to keep working with Steve Lubliner to refine the requirements and come up w/recommendations. Ed asked us to consider whether we want the ability to deliver a complete sport range to an event, so that we're independent of the host section's capabilities.

The Board's consensus favored a Wilson launch controller over an AltusMetrum unit due to the requirement for an amateur ("ham") radio license to operate the AltusMetrum system legally.

Groups.io

Following up from last month's conference call, John had a "great" conversation with Chuck Neff (Section Activities chair) during the month. John recommended that we go with the Enterprise version of groups.io despite its cost (\$1100 with a discount for non-profit organizations). This would give us the flexibility to "brand" all of our constituent groups (L3CC, S&T, TARC, Sections, and others), along with other features that John thinks that users would find attractive.

Randy expressed concern about the additional workload for Chuck Neff, and suggested that we designate an administrator to handle the mechanics of maintaining our groups.io presence. We need someone to manage permissions, add members, create new groups as necessary, etc. It's more involved than being a Facebook page admin/moderator. Ed asked Randy to send out a list of requirements for such a position so that we can do some targeted recruiting. Randy said he will work with Chuck to come up with a job description.

Randy moved to appropriate \$1100 for a one-year subscription to the Enterprise version of groups.io. Lynn seconded. Motion carried unanimously.

John recommended that Randy talk to Chuck for ideas on how to roll out groups.io in a measured fashion.

Payment for Member Guidebook authors

Mark Bundick, Publications Committee chair, has asked John whether it would be possible to offer payment to the authors of new articles in the NAR Member Guidebook. Mark estimates that this would cost between \$1000 and \$1400 per biannual edition.

Carol moved to pay Member Guidebook authors, with the total not to exceed \$1400 and the amount per article to be left to the Publications Committee chair's discretion. Lynn seconded. Carol, Randy, Becky, and Lynn voted yes. Mark, Ed, and Jim abstained. (Mark, Ed, and Jim all wrote or updated articles for the coming edition of the Guidebook, and they abstained to avoid conflicts of interest.)

Other

John said that MESS (Malfunctioning Engine Statistical Survey) reporting has been integrated into John Coker's thrustcurve.org website. Some info is available on thrustcurve.org from that reporting. Data from the program goes to NAR Standards and Testing, as well as Tripoli Motor Testing.

Ed updated the Board on National Events. NARCON 2020 is making steady progress. All three national event websites are ready to have content uploaded. Matt Abbey, the NSL 2020 event director, gave Todd Schweim a good list of materials to post to that website. Ed is signing a backup hotel contract for NARAM (a contract for the primary hotel is already in place), but he warns that the rates aren't super-great. He is already discussing NARAM-63 with an interested group, and he would like ideas for NSL 2021.

Jim complimented Ed for his work on National Events.

John reminded Board members that NARCON will take place on March 6-8, 2020. The Board meeting is scheduled for March 6 at 8:00 AM.

The next conference call will be on December 4 at 9:00 PM Eastern Time.

Call adjourned at 10:32 PM.