

## NAR Trustee Working Session

December 6, 2023

Session started at 8:06 PM.

Present: John Hochheimer, President; Steve Kristal, Vice President; Mark Wise, Secretary; Kevin Johnson, Treasurer (arrived 9:01); Jasper Barnett; Don Carson; Becky Green; Lynn Thomas (arrived 8:48); Jim Wilkerson.

Absent: None.

Others present: Monica Rooker, HPR certification and social media coordinator (departed 8:25).

Todd Schweim, NAR Communications Director, managed the technical aspects of the meeting and provided input as appropriate.

### **Treasurer's Report (Provided by John)**

In Kevin's absence, John reported that NAR has about \$120,000 cash on hand.

NAR continued the process of switching banks during the month. Chase is now our primary banker, and NAR is a "Premier" account. John said that Chase's level of security is far above that provided by USBank, NAR's previous banker. Since Chase is nationwide, Todd can handle banking tasks from Minnesota, Kevin can work from Maryland, John from Colorado, and Mayra from Virginia.

Chase informed us that we have to add "NAR" as a "Doing Business As" name to "National Association of Rocketry" so that we comply with IRS requirements. Anne has taken care of it.

Anne and John worked with authorize.net, our credit card service, to change banks from USBank to Chase.

Chase has provided a check reader to Mayra to facilitate check processing.

Chase recommends that we send them a Board resolution authorizing another person to take over the account if something happens to John.

**Mark moved the following: *Be it resolved that in the event of the death or incapacitation of John Hochheimer, Kevin Johnson shall take over owner access to the NAR's accounts with Chase. Becky seconded. Motion carried unanimously.*** John will send Mark the appropriate information so that he can print the resolution on NAR letterhead and send it to the appropriate people.

### **NARTS**

Now that the office move is complete, we are ready to work on the succession of NARTS. Steve and Kevin have had some discussions regarding a vendor to take over the services that the NARTS committee has been providing, and Todd has been researching how to integrate NARTS into the NAR website. Todd asked Steve to contact him to discuss the way ahead.

About the only thing that we need to maintain in-house would be the sale of NAR pins. Jasper asked if it would be possible to ship certification pins with members' new NAR membership cards when they certify or upgrade. John replied that the card vendor would not be capable of that kind of bundling. John added that not all pins are HPR certification. We sell 10/20/30/40 year member pins, as well. Steve said that some folks still buy 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> place competition ribbons. John said that a NAR member in Ohio is in the fulfillment business and may be interested in helping.

The Board went into executive session at 8:31 and came out of executive session at 8:53

### **Young Adult Trustees**

Jasper and Mark, representing the Nominating Committee, discussed the candidates for the Young Adult trustee positions that were created in the 2023 bylaws revision.

Andrew Bean is a senior studying Aerospace Engineering at the University of Maryland, College Park. He is Level 3 certified and has been heavily involved with his college's rocket team. He served as the team's Vice President and Chief Engineer of the team for two years. He has been involved with the Hot Nozzle Society, where he is a co-lead of their outreach team. In his letter to the committee, he emphasized the importance of rocketeers of all ages having an environment where they feel encouraged and welcome.

Emmeline "Emi" Sears is a senior studying Physics at the University of California, Santa Barbara. She is currently studying drag issues in high power rocketry as an element of her senior honors thesis. She expressed a particular interest in supporting the Education Committee. She is the Founding President of the UCSB Chapter of the Delta Alpha Pi National Honors Society, has created safety procedures for the integration of service animals into UCSB laboratories, and assisted faculty and staff with the online transition and the enactment of ADA accommodations.

Jasper noted the regional balance (East Coast and West Coast), as well as the different experiences that would bring differing perspectives to the Board.

**The Nominating Committee recommended the appointment of Andrew Bean and Emmeline "Emi" Sears to the Board of Trustees for a term of office to begin January 1, 2024. Lynn so moved, Becky seconded. Motion carried unanimously.**

Mark and Jasper will thank William Walby, the third member of the Nominating Committee, who was not present during the meeting.

John will notify Andrew and Emi of their appointment. Mark will send their application letters and contact information to John and Todd.

### **National Events**

NSL East – John and Lynn attended, and they agreed that it was an "awesome event." There were "tons" of vendors present, and the event finished with a great banquet. The weather was magnificent. An American Sign Language interpreter was present for the event, with NAR paying for their hotel room, meals, and a stipend. The member who had requested the interpreter was extremely thankful for their presence. Gary Rosenfield and Woody Hoburg were great keynote speakers. Steve added that that the online feedback has been just wonderful, and that people are taken with the idea of having an NSL East and an NSL West.

NARCON – Todd said that planning has begun. We need speakers. John tasked all Board members to go to Todd with two presentations no later than January 1. Trustees do not have to *give* the presentations, but they must provide Todd with speakers.

### **Miscellaneous**

Steve – Jake Li of the U.S. Internats team received a full scholarship to Columbia University in Aerospace Engineering.

Don – Half of the NAR's 245 Sections have renewed to date. Fifty-eight Sections received grants totaling \$15,935. He reminded the Board that we need to enact a sexual harassment policy as well as other policies to conform to IRS requirements. John is working with Anne on appropriate policies.

Todd – Reviewing the member database with John, they found that over 600 NAR members identify as teachers.

Kevin – He is transferring funds from the USBank accounts to Chase. Total cash on hand is \$111,521.95. He is working with charity clearinghouses to have them include NAR as an eligible recipient.

The next planning session will take place on January 3, 2024 at 8:00 p.m. Eastern Time.

Meeting adjourned at 9:44 PM.