

NAR Trustee Working Session

February 7, 2024

Session started at 8:03 PM.

Present: John Hochheimer, President; Steve Kristal, Vice President; Mark Wise, Secretary; Kevin Johnson, Treasurer; Jasper Barnett; Andrew Bean; Don Carson; Becky Green; Emi Sears; Lynn Thomas (joined 9:51 PM); Jim Wilkerson.

Absent: None.

Others present: Ed LaCroix, National Events Chair; Robyn Jackson, Education Committee Chair; Jerry Kraus.

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

President's Notes

Virtual NARCON: John said that Virtual NARCON 2024 was a huge success and thanked Todd and Ed for their work putting the convention together. John and Todd have already talked about things to do to make vNARCON 2025 run more smoothly. Todd said that about 440 attendees had registered, but that more members are registering in order to access the convention content before it becomes fully public. He noted that the price increase from \$25 to \$35 had no detectable effect on the number of attendees. Kevin said that NAR has grossed \$9,295 in vNARCON registrations.

Insurance: Bob Blomster, our insurance agent, is working on an insurance quote for the year. John expects the premium to go up due to claims that were submitted in 2023 and the increase in total membership during the year.

Youth Protection: John would like to set up a committee to draft youth protection policies and best practices to protect young people involved in NAR outreach activities, as well as adult NAR members who work with youth. He pointed out that the NAR cannot buy enough insurance to protect the entire membership from liability in this regard. Bob Blomster has sent some relevant information to John. Jasper and Steve volunteered to serve on the committee. John said that there would be some value in simply having a policy, and that we should consider including a reference to the policy (when enacted) on the membership renewal form. Steve will talk to Jay Marsh (Academy of Model Aeronautics District IV Vice President and 50-year NAR member) to find out what policies AMA has. Jim said that the Civil Air Patrol has a policy and suggested that Steve look at that. (The relevant policy may be found at <https://www.gocivilairpatrol.com/programs/cadets/parents/cadetprotection>) Steve said that the 4-H website might also have some information.

Member database: Todd and John have been working with NEON, our database provider, to convert the age divisions from the old Junior/Leader/Senior divisions to the current Junior/Young Adult/Senior

construct. John credited Todd with doing the required work. Don asked if the change incorporated corporate membership. Todd and John said that would come later.

Member card file: We have not seen much interest in crowdfunding to pay to digitize the member card file, which was used to track membership information until NAR moved the information into its first database. Kevin said that we would probably have to set up an e-mail campaign to solicit donations.

Jim moved to allocate \$4,000 to digitize the card file, then charge members for searches. Mark seconded. Extensive discussion ensued. John doubted that NAR would break even on this action, since NAR HQ only receives one or two requests for old member information each year. John suggested shipping the cards to NAR Historian Jennifer Ash and making it her responsibility. Kevin pointed out that this is NAR information that goes back decades and does not exist anywhere else. Jim said that he saw \$4,000 as a nominal expense, given what we spend on other items. As he put it, "Let's spend the four grand, get it done." Jim also thought that asking Jennifer to hold thousands of physical cards in her house was "a non-starter." John questioned the historical value of "a bunch of names." Steve questioned the utility of retaining the information but didn't like the idea of discarding it, either. Todd wondered who would solicit the funds to recoup the expense. **Motion carried unanimously, with John opposed but not voting.***

Member database: John and Todd have been researching a company called ClubExpress, a database and website company for organizations like the NAR. John says that Tripoli uses it, that they are happy with the services they are receiving, and that the conversion from their previous database to ClubExpress was easy. John and Todd have spoken with ClubExpress. Their system would replace the NAR's current NEON database, Survey Monkey (used for voting on rule changes and trustee elections), Higher Logic (used for the NAR Member Forum), contracted services from Jon Bolden (maintenance of plug-ins), and Constant Contact (used to produce and distribute the monthly *Electronic Rocketeer*). NAR currently pays \$25,000-\$30,000 per year for these services, in addition to the maintenance taking up a significant portion of Todd's time. ClubExpress quoted a price per member, which would be between \$12,000 and \$15,000 per year with our current membership, plus a one-time \$5,000 fee for some of the conversion work. We would receive a monthly bill based on the number of members, with a discount for family members. ClubExpress could be set up so that Section websites would be subordinate to the master NAR website, allowing NAR HQ to push information to Section websites. A webstore would be included as part of the package. Steve and Jasper said that it sounded like a good deal. John said that it would take about six months for the changeover, and that Jonathan Rains has volunteered to serve as project manager.

Jasper moved that NAR transition its database and associated functions to Club Express. Jim seconded. Motion carried unanimously.

NARTS: The webstore is partially up and running, and people are buying things. John is sorting through the items in the storage shed. He said there are a lot of items that we can ship to Pueblo to sell onsite during NARAM.

Treasurer's Report

Kevin is still working on moving NAR's bank accounts to Chase. A balance of \$9,003.07 remains in the US Bank committee account, which will be used for American Rocketry Challenge expenses, then closed after NAR closes out ARC 2024 with the Aerospace Industries Association. NAR also has \$2315.11

* Per the NAR By-laws, the President only votes in the event of a tie.

remaining in an Americhoice account. Kevin will work with Anne Heacock, our accountant, to zero out the balance and close the account.

Current balances are \$87,809.76 in cash accounts, \$171,384.99 in restricted (Museum of Flight, scholarship endowments, etc.) funds.

Sections

Don reported on the Sections report that Chuck Neff sent him. All Sections have completed the renewal process or asked to be placed into an inactive status. We currently have 234 active Sections, which is 10 fewer than we had at the beginning of the renewal period. Most of the Sections that did not renew were ARC-related Sections who were no longer competing in ARC, but a few long time Sections chose not to renew.

Travel Reimbursement

Jim proposed an increase in the travel reimbursement for Board members who travel to NARAM. In the past, Trustees were reimbursed for travel to Board meetings associated with NARCON and NARAM. Don pointed out that Board meetings have been decoupled from NARAM, and wondered if a travel reimbursement would be appropriate under the circumstances. Jasper said that he saw value in having the Board physically in the same place once a year. Jim added that NARAM tends to be where officers are elected. John pointed out that NAR Town Halls have been virtual for several years now, but that he saw the value of an in-person meeting. Jim asked Kevin if NAR could afford the proposed reimbursement. Kevin said that we could, and Mark pointed out that the proposed reimbursement would still be a net saving over the previous two events per year. **Jim moved that the travel reimbursement for Trustees who travel to NARAM be increased to \$2,000. Becky seconded. Motion carried unanimously.**

Miscellaneous

Mark noted that the announcement soliciting candidates for the 2024 board election went out with the most recent *Electronic Rocketeer*.

Steve said that the Junior team for the 2025 World Spacemodeling Championships is “cranking up.” There are currently 54 Juniors vying for the 32 positions on the team.

Becky said that Robyn Jackson, Education Committee chair, is continuing the NAR Teacher Certification program (narTcert). ARLISS is scheduled for 9-12 September, and the associated XPRS launch will continue through 15 September following ARLISS.

Emi volunteered to assist with the website and social media. Todd and John thanked her.

Don suggested that it would be a good idea to put together an onboarding package for new trustees. Mark took it for action, in cooperation with Don.

Jasper expressed his thanks and kudos to Todd and Ed for their work on NARCON.

Member Jerry Kraus praised Todd and Ed for their work on NARCON and thanked the entire Board of Trustees "for making this hobby what it is."

The next planning session will take place on March 6, 2024 at 8:00 p.m. Eastern Time.

Meeting adjourned at 10:04 PM.