

Minutes of the Board of Directors of the National Space Grant Alliance, 15 Mar 00, 800 hrs.

Members of the Board of Directors present: Bowen, Byrd, DeCosmo, Garrard, Gregory, Hackney, Hansen, Hiscock, Levy, Sandy, and Wefel. Others in conference: Representing VSA/TIG; Danek, Fuller, Booth and Buckley. Lori Rountree representing James Taranik.

1. Discussion of budgetary matters by Treasurer, Bill Byrd. Bill Byrd will be responsible for collecting the dues from each consortium and will handle the checkbook. Checks under \$200 require only one signature; checks over \$200 require two. Bill will send all checks for deposit to VSA. VSA will keep the checks on file and do all IRS submissions and have the books audited every two years. Bill Byrd told VSA that he would like to see copies of the bank statements.
2. Janice DeCosmo requested a short statement that defines the Alliance for her Accounts Payable Office. The board agreed that this would be something that each of the Alliance members would need. Bill Byrd will draft a statement on letterhead using Section 2, Article 1 of Bylaws. It was noted that the date of incorporation needs to be on the statement.
3. A Committee of two, Janice DeCosmo & Bill Hiscock will draft a Mission and Vision statement. They will send it out for review when completed. It is the sense of the board Bill Hiscock will look at all documents.
4. Joe Danek spoke on the strategies for the upcoming hill visits.
5. Discussion on immediate issues.
 - a. It was decided that we need a joint resolution plan on the Denver meeting. We need a real board meeting in June. (Avoid last week of June.)
 - b. ASA needs to support our goals; Brent Bowen will go to them.
 - c. We need to get a contract and payment schedule with VSA. Janice, Bill H. & Bill B. will get together with Joe Danek to set-up. 3/15/00 @ 5:30 p.m. VSA has a standard 1 page contract. Alliance can pay VSA quarterly, per Joe Danek. We need to know the total price and payment schedule.
 - d. Gene Levy moved that we reimburse Liz Ward for copies.
 - e. We need to form a committee to look at the Bylaws. Any problems can be amended at Salt Lake City. Gene Levy suggested the Bylaws be minimalist.
 - f. It was decided those committee members that resign will be replaced by yearly election, with a 4-5 person nominating committee.

The meeting adjourned at 1100hrs PDT.