

# **Langley Research Center Alumni Association**

## **Minutes of the Board of Directors Meeting**

### **Tuesday, Sept 13, 2022**

**Call to Order and Meeting Overview:** The President, Dan Palumbo, called the Sept 13, 2022, hybrid Board of Directors meeting of the Langley Research Center (LaRC) Alumni Association, Inc. (LAA) to order at 1:12 PM.

**Attendance:** A quorum 16 of voting members (and proxies) was present, 12 local and 4 remote. Those in attendance locally were: Dan Palumbo, Geoff Tennille, Rick Ross, Dick Hueschen, Duncan McIver, Damodar Ambur, Manjula Ambur, Doug Morris, Charles Laney, Stan Cole, Wes Goodman and Ed Prior with Vicki Crisp, Mike Marcolini, Domenic Maglieri and Dave Hinton remote.

**President's Report:** The President, Dan Palumbo, asked NASA Liaison Melanie Robinson for status of phone line for LAA use. Melanie replied that she has the option to have a second number routed to her phone. She could then forward calls to that number to a designated LAA Officer. The Board agreed that this would be a workable solution. Calls to that number would be routed to Dan's cell phone. Melanie did not know at that time what the charges would be.

Dan then remarked that the 2 laptop configuration was working well, but was dependent on the use of Rick Ross' personal laptop to support the meeting. Dan suggested that the Board agree to purchase a laptop. Rick added that the laptop would cost about \$1500. We'd also need supplemental audio equipment as specified by NASA that would cost about \$400. Depending on the laptop purchased we may need a docking station for \$250 and finally an external disk drive for backups. Dan deferred a vote on an amount until the IT Committee report.

Dan reported that if we have to purchase a license for MS 365 business basic it would cost \$72/user/yr. Five licenses for the Exec Comm would then cost \$360/yr. There was some discussion on whether or not we needed more than one license, for example, for the laptop. This discussion was deferred until we know if we can qualify for a free non-profit license.

Dan then suggested that Board members rotate responsibility for producing minutes from the recording transcripts. Dan volunteered for September, the current meeting, Doug Morris for October and Vicki Crisp for November.

Dan started a discussion on reducing the number of formal meetings the LAA conducted, that is a General Membership meeting with Speaker followed by a Board meeting. The rationale for this was to reduce the burden on the Secretary and VP and Board members in general and to provide room in the schedule for more social gatherings. This stimulated a lot of discussion. The overwhelming reality influencing the discussion is the speaker schedule that has been filled well into 2023. Another concern is the reaction of lifetime and multi-year paid members who might object to fewer meetings. The bottom line is that we have plenty of time to discuss this topic. More discussion on this topic continued during Vicki's Program Committee report.

**Secretary's report:** The Secretary, Rick Ross, reported on two topics. The first was a change he made to record keeping practices to facilitate tracking Board attendance and proxies and

determining if a quorum were present. (The form was used to produce these minutes and was found to be very useful.)

Rick then asked the Board to approve the August minutes he had prepared and distributed. Geoff made a motion to accept the minutes, Dick seconded the motion, and it was unanimously passed. The minutes will be posted on the LAA website.

**Vice President and Programs Chair's Report:** The Vice President and Programs Chair, Vicki Crisp, noted that much of what she had prepared to discuss regarding the speaker schedule was addressed during the discussion relating to reducing the number of formal meetings and adding social meetings. Vicki then suggested we poll the membership for their opinion on what types of social gatherings or outings they would be interested in. A primary concern here is how to transport members to more distant destinations. The resulting action item was to conduct a poll of the membership to get their opinion. We had done a similar poll pre-covid. Dan will report on those results. Vicki and the Program Committee will compose a new poll that covers the questions of frequency of formal meetings vs social meetings, etc. In general, outings get more complicated the further you go.

**Treasurer's Report:** The Treasurer, Geoff Tennille, reported a major expense of approximately \$1,000 to the HoH Committee. He has made repeated efforts to get members to renew and remarked that the draw of getting a 6-month badge is stimulating renewals. It was clarified that the \$250 donation to the LAA from Damodar and Manjula was to be directed to the AIAA to support their scholarship awards. Dan remarked that the LAA should identify STEM organizations that the LAA could direct donations before the end of the year. (maybe we could match the Ambur's donation?) A portion of this discussion was inaudible due to an imbalance in microphone gains. Geoff referred to the Treasurer's Report given at the General Membership meeting for balances in accounts.

**Communications Officer's Report:** The Communications Officer, Dick Hueschen, reported that links to the deceased's full obit are now listed on our website.

**Membership Committee Report:** The Membership Chair, Mike Marcolini, was not available.

**Hall of Honor Committee Report:** The Hall of Honor Chair, Duncan McIver, reported that the HoH Final report was largely complete. The report should be finished before the end of the year.

**LAA Website Committee Report:** In Olaf's absence, Website Committee member Rick Ross reported that he had nothing to report.

**IT Committee Report:** Dan preempted IT Committee Chair, Rick Ross' report by suggesting that the Board approve \$2500 to cover purchase of a laptop and peripherals. Rick agreed that that sum should cover all anticipated expenditures. Dick made a motion to approve and Damodar seconded. There were no objections. Rick then reported that the IT Committee had its first meeting Aug 17 to discuss the use of two laptops to run the hybrid meeting, A NASA laptop for the podium and an LAA laptop for the table run the Zoom meeting. He then reported that, in a second meeting with NASA, NASA had suggested that the LAA could move their meetings into one of the Reid Rooms to improve the audio. The subsequent changes NASA has made to NACA Room audio has diminished the need to abandon the NACA Room. Rick then made clear that we had mishandled the table mics which were tuned for the individual tables. We will work with NASA to establish proper use of the table mics before the next meeting.

**New Business:** There was no new business.

**Adjournment of the Board Meeting:** Dan Palumbo adjourned the meeting at 2:07 PM.

**Next Board Meeting:** The next Board meeting will be a hybrid meeting on Tuesday, Oct 11, 2022 at 1:00 PM. Call-in information will be sent to members in advance of the meeting.

Respectfully submitted,  
Dan Palumbo for Rick Ross, LAA Secretary