

NASA Langley Alumni Association (LAA) Board Meeting

Tuesday, Nov 12 '24



2024 LAA Officers

President: Olaf Storaasli (757) 354-3133 olaf@cox.net

Vice-President and Programs: Kathy Ferrare (757) 880-8676

Secretary: Mary DiJoseph (757) 217-5511

Treasurer: Ray Rhew (757) 880-5817

Communications Officer: Richard Hueschen (757) 868-6453

2024 Committee Chairs & Other Officials

Membership Committee: Dave Hinton

Nominating Committee: **Susan McClain***

Hall of Honor Committee: **Vacant**

Website/Newsletter Committee: Olaf Storaasli/Rick Ross

IT Committee: Rick Ross

Langley Representative: **Jessica Friz + Angela McGill**

Immediate Past President: Dan Palumbo

Registered Agent: Geoff Tennille

Board Members-at-Large By Class

2025

Dave Hinton

Domenic Maglieri

Melvin Ferebee

Lillian Richwine

Stan Cole

Wes Goodman

2026

George Allison

Charles Cockrell

Kathy Ferrare

George Finelli

R. Wayne Richie

2027

Rich Antcliff

Mary DiJoseph

Susan McClain

Craig Ohlhorst

Tony Pototzky

Ray Rhew

Geoffrey Tennille

***2028**

NASA LAA Board Meeting Agenda – Nov 12 '24

1:00 PM to 2:00 PM

TEAMS Link: Email/Website

- **Call To Order:** Olaf Storaasli
- **President's Report:** Olaf Storaasli
- **VP Report:** Kathy Ferrare – Upcoming Programs
- **Secretary's Report:** Mary DiJoseph
- **Treasurer's Report:** Ray Rhew
- **Committee Reports:**
 - **Membership:** Dave Hinton
 - **IT: Newsletter/Website:** Rick/Olaf
 - **Educational Outreach (Ad Hoc):** Lil Richwine
- **Old/New Business:** Kathy, Olaf, Charlie Cockrell
- **Next Meet:** Jan 14, 1 pm (after General Mtg)
- **Adjourn**

President's Report to LAA Board– Nov 12, 2024

- Thanks Board & Officers: LAA Healthy, 10 Successful Events
- **230 members, \$16K Treasury**, Minutes: LarcAlumni.org
- '25 Officers + '28 Board Slate (Susan), **Bylaws & P&P**
- Dec 5 2-4 *Director's Reception*
- Dec **10 Holiday Party @ Crab Shack, Newport News**

VP Report - Kathy

- **Program Activities**
 - **Continuing to line up Calendar Year 2025 speakers**
 - **LAA Winter Luncheon: December 10, 2025 (Tuesday)**
 - Crab Shack on the James
 - RSVP due December 2nd
 - Crab Shack will work with us on menu if >60 people
 - **Flight Dynamics Research Facility (FDRF)**
 - Tour rescheduled to **December 12, 2024**

Secretary's Report - Mary DiJoseph

- Oct 2024 Board Minutes approved & posted to BOX & LAA Website
- Attendance List posted to BOX & LAA Website
- Note: Policies & Procedures documents, approved for development in May, to be discussed during this meeting

Treasurer Summary for October 2024

- **October Summary**

- **Organization Share** **\$25.00**
- **Money Market Savings** **\$13,335.73**
- **Smart Checking** **\$2,805.14**
- **Total** **\$16,165.87**
- **Increase of (from August):** **\$1.70**
 - **Interest**

- **Audit complete – a big thank you to Yvonne Dellapenta**

- **Developed list of improvements to implement mainly regarding file management/organization**

Membership Report to BOD – Dave Hinton

- Met with Security Chief Bright (Executive Officer to the OD) on 10/24/24 to update on LAA activities, badging policies, and resolve policy and workflow questions. (Kathy Ferrare and Dave Hinton).
- Very positive meeting
 - Gained clarity on use of Activity Badge vs. Visitor Badge – relaxed request to use visitor badges for other functions, with caveats.
- Updated badge policy is now active and on our web site.
- May have additional discussions around workflow – processing after submitting names provides little feedback for use in keeping members informed. May or may not have options to improve.
- Recommend continuing dialog with security for changing policy and workflow details.
- Worked with Kathy/Ray/Dick to refine details of the P&P and terminology to best facilitate our responsibilities and clarify terms.
- Have opportunities for volunteering
 - HUNCH
 - Table at Director's Social

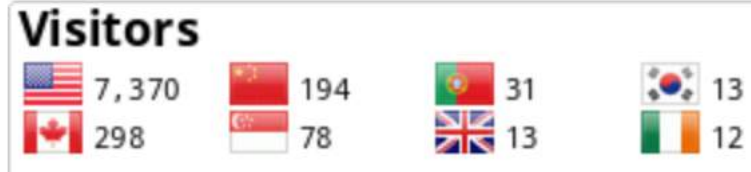
IT Committee - Rick

- Continue LAA Box structure discussions & updates
 - Many new uploads of records
- Rapidly approaching Vimeo upload limits
 - 2 uploads/month, 25 total lifetime video uploads
 - Currently at 84% (21 of 25 videos)
- Vimeo options (need to make a decision *soon!*):
 - Delete older videos to stay below the 25-video limit
 - Upgrade to paid plan: \$12/month for 60 videos
- Reminder: Newsletter article submissions past due — please let me know ASAP if you plan to submit an article & have not done so already

Website Report - Olaf

- Flawless, Secure, frequent updates+backups
- A-rated, Cost <\$50/yr, *Contents (Menu)* =====>
- Unique Visits: '22-Sep 7,132

- **Oct 8 7,370**



- **Nov 8 7,751**



- Computer + Phone access

LAA News
Consent & Release
Join LAA
Minutes
NASA Badges & Liaison
NASA Retiree Orgs
Obituaries
Officers, Board, History & By-Laws
NASA Links
Pay Dues
Website
Events
Newsletters

Old Business – Previous Motions

- **February motion: Sharing our videos/making them accessible to the CNU Lifelong Learning Center (LLS) (Dan Palumbo)**
 - Discussion: Dan P. spoke to LLS board member & developed a proposal to provide a paragraph in their newsletter with links to LAA videos. They will bring this up at the next LLS board meeting. Someone from the LAA needs to develop the paragraph for the newsletter. CNU does not have the disk space to host the LAA's recordings. CNU only does live-stream (does not record their presentations); newsletter is 2 pages long.
 - LAA needs a better understanding/more details on how this would work before we proceed. Suggest writing it in the policy/procedure document. What does proposed paragraph include: links to coming live meetings? To existing recordings? How frequent is the newsletter?
 - April Action: Dan Palumbo to provide the template for the newsletter paragraph and procedure for placing a paragraph in the LLS newsletter. He will prepare a motion on this activity at the May Board meeting.
 - May Action: Dan was not able to attend the May meeting.
 - August Update: Dan not clear on the intent of the action. He will poll the board members on what the content of the newsletter should be. Need a better idea on the intent of the LLS newsletter for LAA. Will provide an update to the board in September.
 - September update: Table this motion and replace it with one to provide a boilerplate announcement for the LLS newsletter about the LAA with a link to the online archive of our videos. Dan will create the paragraph and distribute it to a few people for comment before a board vote on the motion
 - Nov update: Dan created the paragraph. See next page.

Old Business – Previous Motions

NASA Presentations Available for Viewing

The NASA Langley Alumni Association (LAA) holds monthly meetings at which invited speakers present material covering a wide variety of topics. As you might expect, many of the talks are overviews of NASA programs ranging from NASA's current Artemis lunar expedition to the X-59 reduced sonic boom flight test. The remainder of the talks address the outside interests of the retirees such as the Master Gardeners organization, members' travel experiences and Yoga. Videos of these talks are available for viewing on the LAA website on the EVENTS page (<https://larcalumni.org/21-events/>). If you have any questions or comments contact Dan Palumbo (dlpalumbo@larcalumni.org).

Old Business – Previous Motions

- **February motion: Allow Dick Heuschen (Communications Officer) to only send routine correspondence to active, dues paying members**
 - Discussion: What constitutes “routine” and discretion to send certain emails to the full list? Routine = e.g. meeting announcements; 3 lists: active, inactive and delinquent; March discussion – more discussion needed on the definition of delinquent when policy manual is revisited
 - No vote was taken per our minutes
 - April Action: Charlie Cockrell to include this in the policy/procedure document.
 - August-Oct Update: Dick is still sending emails to delinquent but not inactive members. Dick is waiting for a decision from the board. Agreed that Dick can continue on his current path & codify in the policy & procedure document.

Old Business – Outstanding Actions

- **Review the bylaws for potential editing => simplifying** into an informal guidelines document (Charlie Cockrell - Feb 2024 action/April-May timeframe)
 - Status: Charlie requested feedback on the proposal to create a policy & procedure document along with changes to the LAA By-Laws by end of April.
 - May Motion: Adopt the policy and procedure document as presented and recommend to the membership the changes to the bylaws delivered by Charlie.
 - Discussion: Kathy noted that she added numerous topics to the policies and procedures document that were incomplete and will need expansion. Charlie noted that the policy and procedure document updates can be done as an amendment to the policies, which does not have to go to the full membership for approval. Updates to the bylaws must go to the full membership for change.
 - Motion Vote: Passed
- September: Updates to the policy and procedure document were provided to Charlie. He will revise and provide the board with an updated document to review.
- September 12, 2024: Sent board updated documents and requested comments to Charlie by Sept 27th

Old Business – Outstanding Actions

- **Continued: Review the bylaws for potential editing => simplifying** into an informal guidelines document (Charlie Cockrell - Feb 2024 action/April-May timeframe)
 - *Dan Palumbo noted that we need to send the bylaws to the general membership before the annual meeting. Kathy proposed a presentation to the membership in November 2024, followed by mailing the document in December*
 - See New Business
- **Bring to the Board a proposal for the budget**, as discussed at the January 2024 Board meeting (Ray Rhew – March 2024 action)
 - Status: Ray provided overviews of the last 3 years and a notional proposed budget (see Treasurer’s Report); Had Budget Development Process meeting with volunteers on April 17th.
 - May: Ray to bring an update in August.
 - August Update: Per Ray, in good shape to make some decisions on the discretionary Budget. Next step is to develop the plan to execute.
 - Oct Update: Per Ray, overall budget is good; want to refine discretionary budget. Keep action. Will discuss with Lil Richwhine.

Old Business – Outstanding Actions

- **Pizza Talk Invite/Pizza at Board Meetings Question (Wes Goodman)** – "Pizza Talks" held weekly on Center with respect to LAA badges. He got verification from the Board that our LAA badge is good for us to attend the talks. Rick Ross said that he would pass on the weekly announcements of the topic to be presented that Thursday.
 - September Update / Additional Info:
 - LAA reached out to NASA Langley.
 - The Thursday speakers are organized by NASA Langley.
 - The AIAA organizes speakers about every other month to help Langley.
 - Discussions are continuing.
 - Oct Update: Pizza Talk on Oct 10th was to discuss how it is organized. Wes might attend.
- **Retirement Protocol Question (Rich Antcliff)** – What is the protocol policy that NASA follows for retirements (album, certificates, party)? Should the LAA have one?
 - Nov Update: Contacted NASA Langley for information

New Business

- **Potential Motion:**
 - Tabled Policies and Procedures Document
 - Charlie Cockrell

- **Potential Motion:**
 - Revised Policies & Procedures Document sent to LAA Board on November 2nd from Olaf
 - Kathy Ferrare