Langley Alumni Association (LAA) Board Meeting
Tuesday, May 13, 2025

Larcalumni.org

2025 LAA Officers

President: Kathy Ferrare (757 880-8676)
Vice-President and Programs: Charlie Dunton (757 876-1830)
Secretary: Mary DiJoseph (757 217-5511)
Treasurer: Ray Rhew (757 880-5817)
Communications Officer: Richard Hueschen (757 868-6453)

2025 Committee Chairs and Other Officials

Membership Committee: Dave Hinton
Nominating Committee: Susan McClain
Hall of Honor Committee: Vacant
Website and Newsletter Committee: Rick Ross
IT Committee: Roman Paryz
Langley Representative: Jessica Friz and Virginia Morgan
Past President: Dan Palumbo
Registered Agent: Geoff Tennille

Board Members-at-Large By Class

2026	2027	2028
George Allison	Rich Antcliff	Mark Ballin
Charles Cockrell	Mary DiJoseph	Charlie Dunton
Kathy Ferrare	Susan McClain	Odilyn Luck
George Finelli	Craig Ohlhorst	Roman Paryz
R. Wayne Richie	Tony Pototzky	Liliana Richwine
	Ray Rhew	Eric Rissling
	Geoffrey Tennille	

LAA Board Meeting – May 13, 2025
1:00 PM to 2:00 PM

- **Call To Order & President's Report:** Kathy Ferrare
- **Vice President's Report:** Charlie Dunton
- **Secretary's Report:** Mary DiJoseph
- **Treasurer's Report:** Ray Rhew
- **Communication's Report:** Dick Hueschen
- **Committee Reports:**
  - **Membership**: Dave Hinton
  - **Website & Publication:** Rick Ross
  - **IT:** Roman Paryz
- **Old/New Business:** Kathy Ferrare
- **Next Meeting:** June 10, 2025 (after General Mtg)
- **Adjourn**

President's Report

- **Work-in-progress activities:**

  - Colloquium – allowing LAA to participate on-line
    - Langley has had to deal with a variety of other things thus far this year, so the alumni issue has had to be tabled for a bit.
    - It is not clear when the next Colloquium/Sigma will take place.
    - *So the possibility remains we may be able to look into the issue before it becomes directly relevant again. We will if we can.*

  - Weekly Thursday RD Pizza Lunch/Speakers - allowing LAA to participate
    - Michelle Ferebee is looking into whether LAA personnel can attend this activity since the presentations may not have been vetted through STRIVES.
    - STRIVES is not required for internal meetings when the attendees are NASA personnel, contractors, grantees, or partners **who are not foreign nationals** and with the understanding that the STI is not permitted to be redistributed.

  - Request from members to inform LAA on useful resources/topics at meetings/website
    - *Repeal of the Government Pension Offset and Windfall Elimination Provision*
    - National Active and Retired Federal Employees Association (NARFE)

Repeal of Government Pension Offset and Windfall Elimination Provision Example

History and Purpose

- The Social Security Fairness Act was signed into law on January 5, 2025, and ends the Windfall Elimination Provision (WEP) and Government Pension Offset (GPO).
- These provisions reduced or eliminated the Social Security benefits of over 2.8 million people who receive a pension based on work that was not covered by Social Security (a "non-covered pension") because they did not pay Social Security taxes.

LAA Benefit: Some LAA members are now eligible for Social Security payments or an increase in the current payment amount.

Member Experience:

- One member who is a Civil Service Retirement System retiree applied for Social Security payments (based on the spouse's current payments) on March 23. The application was approved and the first direct deposit payment (which included some retroactive ones) was made on April 24.

Websites for additional information:

- https://www.ssa.gov/benefits/retirement/social-security-fairness-act.html?tl=2
- https://www.ssa.gov/pubs/EN-05-10007.pdf

Vice President's Report

- **Program Activities**
  - Speakers have been lined up through October 2025

  - **Flight Dynamics Research Facility (FDRF)**
    - Tour rescheduled to May 15, 2025, for those who signed up last year

Secretary's Report

- **April 2025 Board Meeting Minutes were approved and posted to BOX**
- **Attendance lists posted to Box**
- **Significant Motions & Actions:**
  - **Motion approved: Modify the grace period for paying dues, for the purpose of renewing Activity Badges, from 6 months to 3 months (end of March). Change the Policy & Procedures document to reflect the motion. (Note that Dues are still due in January for membership purposes.)**

Calendar Year (CY) 2024 Audit Summary

- ***Overall, the LAA continues to use sound accounting processes.***

- ***Communication with Rhew (LAA Treasurer) throughout the process was great.***

- Langley Federal Credit Union:

	2023	2024
January 1st Beginning Balance	$16,290.67	$14,110.09
December 31st Ending Balance	$14,110.09	$16,459.24

- Audit Charts:
  - Audit Process:
    - Understand Background Information: Langley Alumni Association & Langley Federal Credit Union fiscal information
    - Audit Process – Communication / Documents Received
    - Audit Process – Previous Audit Document Review
    - Audit Process – Document Review / Audit Report
    - Audit – General Questions With Answers
  - Audit Results – CY2024 Audit - No financial deficiencies were identified.
  - Audit Recommendations / Suggestions - None
  - Back-Up: Informal Audit Guidelines / Descriptions / Approved Standard Practices / CY2021 Audit Information

Audit Process – Communication

- **Communication with Ray Rhew (LAA Treasurer) throughout the process was excellent. Thank You!**

- **Meetings:**
  - Initial CY2024 Audit Meeting: Not held – Yvonne Dellapenta conducted CY2023 audit and is familiar with practices and location of materials on Box
  - CY2024 Audit Status Meeting: April 21, 2025 with Ray
    - Sent email with initial questions in advance of meeting
    - Uploaded "auditor files" to Box
    - Provided first draft of Power Point
  - CY2024 Audit Meeting: April 25, 2025 with Kathy Ferrare, President, Charlie Dunton, Vice President, and Ray Rhew, Treasurer

Audit Process – Documents Received

- **All Treasurer documents accessible through Box - Executive Committee (RESTRICTED) / Treasurer**
  - Audit Files – Prior Audit Reports
  - Bank Statements (2024) - .pdf files of LFCU Statements
  - Budget Plans and Analysis
  - Internal Revenue 1099-INT form showing 2024 interest income (1099-INT downloaded from LFCU)
  - IRS Compliance Forms - Federal Income Tax Exempt Notice, State Sales Tax Exempt Notice, 990-N (2022, 2023)
  - Monthly Meeting Charts – May, July, and December no meeting held
  - Monthly Reports (2024) - Activity reports (Excel) downloaded LFCU details and comments from Treasurer
  - MR Supporting Documents (2024)
    - Records of Income (Ex: LFCU deposits, Membership payments; event proceeds (ex: tours, get togethers))
    - Receipts for Expenditures (Ex: SCC, catering, website expenses)
  - Summary Reports (2024) – Each monthly report in one Excel file and summarized; downloaded details from LFCU

- **Membership Roster accessible through Box - Board (RESTRICTED) / Rosters & Applications / Archived Rosters – "LAA Membership Roster 2025-01-01"**

Audit Process – Document Review and Reconciliations

- **Performed reconciliations:**
  - Reconciled LFCU Bank Statements with Monthly Meeting Charts and Monthly Reports* (Excel) verifying account balances, deposits and withdrawals
  - Reconciled Monthly Reports with downloaded LFCU data verifying account balances, deposits and withdrawals, sub-account transfers, individual entries might be combined differently due to sub-categories (Annual Dues/Life Memberships etc.) – also reconciled Monthly Reports with Summary Excel document
  - Reconciled Monthly Reports with Supporting documents (expense receipts, emails, credit union receipts, etc.) and verified documentation on checks written and invoices paid
  - Reconciled Monthly Reports with Membership Roster Listing
  - Reconciled Monthly Reports with Picnic Payments
  - Reconciled the End of Year Treasurer Report with LFCU Statements

- **Reviewed CY2023 open audit results, recommendations, issues and process changes.**
  - No Major Discrepancies; clarified minor findings.

- **Met with Ray Rhew to discuss minor findings and draft Power Point on 4/21/2025**

- **Met with Kathy Ferrare (LAA President), Charlie Dunton (LAA Vice President) and Ray Rhew (LAA Treasurer) the final report on 4/25/2025**

**Previously known as "activity reports"*

CY2024 Overall Audit Results

- ***Overall, the LAA uses sound accounting processes and are diligent in identifying differences and investigating and resolving them. No financial deficiencies were identified.***

- ***Monthly Reports*** *(previously known as Activity Reports) - Would not have been able to reconcile the information without the Monthly Report comments. These comments were instrumental in the reconciliation between the three prime sets of data (Treasurer Reports, LFCU statements, and supporting documentation).*

- **Membership Roster (January 1, 2025) vs Activity Logs** – **Excellent** correlation

- **Document repository established and organized – Excellent** organization made it very easy to find documents

- **Treasurer Report** – Created a standard listing of activities to assist in the audit/reconciliation process

- Recommendations Summary
  - CY2021 - 1 – recommend closing
  - CY2022 – 3 – recommend closing
  - CY2023 – 1 recommendation; 1 suggestion – recommend closing both
  - CY2024 – no new recommendations

Website & Publications

- **Invoice for web hosting sent out May 11**
  - Billing POC changed to Ray Rhew

- **Continuing to make changes to website**
  - News (home) page – added Join button
  - Events calendar updated
  - Join LAA page updated
  - Officers and Board page updated – need photos for officers

IT Committee Report – Roman Paryz

- **Web host billing POC has been changed as follows:**
  - Primary – Ray Rhew
  - Cc – Roman Paryz & Rick Ross
  - Invoice is payable online by credit card or mailed in with check

Old Business – Outstanding Actions

- **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/Nov Update: Per Ray, overall budget is good; want to refine discretionary budget. Keep action. Will discuss with Lil Richwine.
  - *April Update: Ray provided budget overviews; Ray will provide update on outreach discretionary budget at a future meeting.*

- **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
  - *April Update: Reaching out to Langley Human Capital*

New Business