Houston Astronomical Society

Board of Directors Meeting

MINUTES FEBRUARY 13, 2013 7:30 PM

HEB COMMUNITY MEETING ROOM.
I-10W @ BUNKER HILL

MEETING CALLED BY	Bill Pellerin, President
MINUTES	Rene Gedaly, Secretary
ATTENDEES	Ex Officio members President, Bill Pellerin Vice President, Mike Edstrom Secretary, Rene Gedaly Treasurer, Don Selle Observatory Director, Bob Rogers Directors-at-large Greg Barolak Brian Cudnik, Program John Haynes, Telescope Mark Holdsworth Committee chairs Debbie Moran, Education, Novice Steve Fast, Field Trip & Observing Also attending
QUORUM	A quorum being met, the Feb 13, 2013 board of directors meeting of the Houston Astronomical Society was called to order at 7:33 pm. The meeting adjourned at 9:33 pm.
NEXT MEETING	April 10, 2013

Agenda topics

POSSIBLE VENUE CHANGE FOR HAS MEMBERSHIP MEETINGS — BILL PELLERIN

DISCUSSION	Parking problems exist at UH due to recent construction. Calls to president; members staying home rather than deal with parking; Netslyder email list active with parking questions; survey of close in, available parking spots shows two rows plus the few spots along Holman St. Membership is no longer clustered downtown but has moved west.
CONCLUSIONS	Worth looking into. Use Google tools to verify current membership locations and then find venues with comparable facilities to UH.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Research venues located near membership clusters.	Edstrom, Holdsworth, Haynes	April 10, 2013

APPROVAL OF MINUTES FOR DECEMBER 12, 2012 — RENE GEDALY

DISCUSSION	Amend minutes to show Don Selle is authorized to sign checks on behalf of the society.
MOTION	Motion carries to approve minutes as amended.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Amend minutes.	Gedaly	immediate

CAFÉ PRESS — MIKE RAO / BILL PELLERIN

DISCUSSION	Find out from Mike Rao what the status of the Café Press storefront is. Has the HAS Café Press storefront been created? Activated? See October 2012 minutes for latest activity. Intention is to have storefront with HAS logo for items like t-shirts, coffee mugs, etc. Request that storefront include women's apparel sizes.
UPDATE	No HAS shop set up currently according to Café Press.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Contact Mike Rao for status on Café Press storefront.	Pellerin	April 10, 2013

URBAN OBSERVING — STEVE FAST

DISCUSSION	Should Urban Observing be continued? Where should it reside administratively? Novice? Field Trips & Observing? Fast reports that Bear Creek wants schedule for the year so police officers can be notified.
CONCLUSIONS	Steve Fast will take on the Urban Observing program.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Send schedule to Bear Creek Park.	Fast	
Send notice of Urban Observing schedule to membership via Netslyder.	Pellerin	

LEADERSHIP TEAM SHIRTS — BILL PELLERIN

DISCUSSION	Shirts need to be ordered and payment received.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Get t-shirt order to Bill Pellerin and payment to Mike Edstrom.	Leadership team members	Feb 15, 2013

TREASURER'S REPORT — DON SELLE

DISCUSSION	Don notified the board that he discovered errors in the 2013 budget due to possible one-time expenses. He will email a presentation and corrected budget to the leadership via the HASLDR distribution list.
MOTION	Motion carries to accept amended Treasurer's Report.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Email corrected budget to leadership.	Selle	

THREE MINUTE DRILL — BILL PELLERIN

DISCUSSION	TMD presenter will not be at March membership meeting. Volunteers to take his place requested.
CONCLUSIONS	Steve Fast volunteered to present the March TMD.

TEXAS 45 — RENE GEDALY

DISCUSSION	The Texas 45 observing program needs an administrative home. Novices may confuse the Texas 45 with Astronomical League programs. Should it be an ad hoc committee? Become part of Field Trip & Observing?
MOTION	Motion carries to house current and future HAS observing programs as part of Field Trip & Observing.

AUDIT — BILL PELLERIN

DISCUSSION	Audits protect the treasurer and the society. The bylaws stipulate that a yearly audit be made by the Audit committee and that results be reported to the membership in writing at the February meeting.
MOTION	Motion carries for treasurer to produce a budget for executive committee review by next board meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Contact Scott Mitchell about plans to conduct an audit.	Pellerin	
Make access to receipts, bank statements, and QuickBooks ledger available online to Scott Mitchell.	Selle	
Produce budget and deliver to executive committee: president, vice president, secretary, treasurer.	Selle	April 10, 2013

AVAILABILITY OF MINUTES TO THE MEMBERSHIP — RENE GEDALY

DISCUSSION	The secretary keeps minutes of all meetings. The board would like to make minutes available to the membership online in the GuideStar and/or as a link on the website.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Submit meeting minutes to GuideStar editor.	Gedaly	15th of month

EDUCATION REPORT — DEBBIE MORAN

DISCUSSION	Science Fair, March 1st, at George R Brown, 1:30 – 5 pm. Needs one more judge. Would like to post PowerPoint presentations from some of Moran's talks on the website.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Contact webmaster about posting presentations on the website.	Moran	

NOVICE REPORT — DEBBIE MORAN

DISCUSSION	Next Novice presentation by Bill Spizzirri. Would also like a talk on star atlas software. Could break atlas presentation into several mini-talks since no one uses all packages. A core group of talks could be repeated throughout the year to target new novice members. Possible talks: What to expect at a star party; Basic astrophotography/ astroimaging. Multiple novice programs in breakout sessions, in general meeting room. Special Interest Groups.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Start a basic astrophotography SIG.	Haynes	

FIELD TRIP & OBSERVING REPORT — STEVE FAST

DISCUSSION	Messier Marathon March 9th. Request that Don & Mike cook for the picnic. Prize for the most objects observed; should it be for star hopping only or include GoTo scopes? Little prize for GoTo, big for star hop? Bob has all three observatory telescopes staffed with operators until midnight; members will be able to come and go.
CONCLUSIONS	Prize for the most Messier objects observed using the star hopping method.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Coordinate Messier Marathon activities at the HAS dark site.	Fast	March 9

OBSERVATORY REPORT — BOB ROGERS

DISCUSSION	Private observatories; so far two firm offers, 10 expressed interest at the January meeting. Electrician quoted $3500 to put in electrical for entire field, but using two wire with shared neutral/ground wire instead of three wire. Could install ourselves for less; however, liability is a concern, would need licensed electrical inspector. Internet access is online at the site now and log on prompts for agreement to abide by usage rules. Various typos in original report.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Send board amended observatory report; secretary will add to records.	Rogers, Gedaly	completed

PROGRAM REPORT — BRIAN CUDNIK

DISCUSSION	March program will feature Debbie Moran's adventures in eclipse chasing. Someone from the Lunar & Planetary Institute may be speaking. Stephen O'Meara is a possibility for August. With ISON on the way, can we get a talk about comets. Anita C? Comet Pan-STARRS may be a bright, binocular object by Messier Marathon. Pellerin has a UT contact who could give a talk.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Send president available dates on program schedule.	Cudnik	

UT ASTRONOMY ENDOWMENT — BILL PELLERIN

DISCUSSION	Would like to place a notice in the GuideStar about a UT endowment to support graduate scholarships in astronomy(?). Concern about membership reaction; however, this is a request for private contributions, not support from HAS. Suggested that HAS should be looking for ways to support education in astronomy. Suggestion to get the other three clubs involved.
CONCLUSIONS	Board has no issue with placing the notice in the GuideStar.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Place UT notice in GuideStar.	Pellerin	March 1, 2013

MEMBERSHIP REPORT — STEVE FAST

DISCUSSION	Will be contacting members to renew by end of February, after which time they will be deactivated. Currently at 458 members, including non-renewals. Larger percentage of membership had renewed by this time last year. However, most do renew when contacted personally.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Contact members about renewal.	Fast	Feb 28, 2013

PUBLICITY — BILL PELLERIN

DISCUSSION	Publicity needs a concerted marketing campaign. Had used newspaper notices. Try public service radio announcements. Form an HAS Meetup group. We have boxes of brochures, somewhere. Ask for volunteers to head up publicity during the general meeting. Holdsworth will contact marketing biz contact.
CONCLUSIONS	Gedaly, Holdsworth will help support Publicity function.
UPDATE	Publicity is a standing committee whose chair is elected by the members. Mike Rao contacted and welcomes assistance with Publicity. Media releases will be reviewed by Publicity committee and president.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Contact resource who does his own small business marketing.	Holdsworth	
Send out 1st round of media releases.	Gedaly	
Teleconference to coordinate marketing strategy.	Rao, Gedaly, Holdsworth	

RECOGNITION OF DONORS BILL PELLERIN

DISCUSSION	Would like to recognize donors for their cash contributions. Previous discussions centered on whether to publicize donors/donations or keep anonymous. Should we send recognition by stamped letter or by email? Observatory and telescope chairs send thank you notices. Should thanks come from president? treasurer?
CONCLUSIONS	President will send thank you letters to cash donors.

ACTION ITEMS	PERSON RESPONSIBLE	DUE BY
Treasurer will inform president of cash donations to the society.	Selle	ongoing
President will mail thank you letters.	Pellerin	ongoing