

Western North Carolina Pilots Association (WNCPA) Education Foundation (EF)  
Minutes for April 12, 2016, 7:00 PM Meeting  
Signature Conference Room  
Final

1. Call to Order - President Arnie Andresen – Meeting was moved to the Small Conference Room at Signature, began ~7:10PM
2. Introduction of Guests – Arnie –
3. Determination of Quorum – Arnie – Quorum established. Present were: Arnie Andresen, Don Watson, Henry Johnson, Anne Osmer, Nancy Marstall (ex officio), herein “Board.” Absent: Andy Guenette and Phil Kelly – both gave their proxy to Don Watson.
4. Approval of Agenda, Draft B - All – Approved
5. Approval of March 08, 2016 minutes, Draft B – All – Approved
6. Financial Report – Andy – (by Arnie) – A brief oral review was presented (balances, obligations, funds available for grants, etc.). The matching donation has been received.
7. Old Business
  - a. Grantee / Mentor review / Update of Incompletes:  
Eli Booth (Arnie) – continuing, will complete      Ereck Cook (B) (Phil) - ?  
Justin Griffin (Henry) – flying soon                      Misty Crisp (B) (Anne) – unable  
Michael Doornbos (Arnie) - says will start soon
  - b. 2016 Grant Applications update – Don – Seventeen (17) applications have been processed and distributed to Selection Committee (SC) members. Applications are posted on ShareFile. It was suggested that applications in the future be limited to one page. If a SC member has a question about a fact on an application, they may call applicant, get clarified and distribute information to SC members as soon as possible. Formal interviews of each applicant will not be conducted.
  - c. Funds available for 2016 Grants – Andy – (by All) - Reviewed, no change from prior approved estimated \$12,000.
  - d. Future of funding – Arnie, all – The Charitable Fund Development Policy is undergoing revision by Henry. Approval pending. Progress is being made in approaching potential donors.
  - e. Storage of EF documents – Andy – (by Don) - All BOD members will eventually be able to access ShareFile. Format and folders are being reviewed/edited by Andy. A standard format for uploads will be established.
  - f. USPS delivery of EF mail – Nancy – review by WNCPA in progress

8. New Business –

- a. Selection of Grantees – Don, Selection Committee members (Don, Henry, Ruffin, Anne, Andy and Nancy). A brief review of applications was discussed. The SC will meet Monday, April 25, 2016 4:00PM to formalize a review and make decisions about recommended grantees for the BOD. Tentative place – Signature Conference room.
- b. New EF BOD members – Arnie – Three potential candidates have been identified and were briefly discussed. Some of qualifications and degree of participation needed from BOD members was also discussed. Discussions with them will be pursued and invitations offered to attend a BOD meeting.

9. Adjournment – ~8:10PM

Next meeting – May 10, 2016, 7:00 PM, same place: Signature Conference Room.

Respectfully submitted,

Don Watson, Secretary