

Western North Carolina Pilots (WNCP) Education Foundation (EF)

Minutes for Meeting

February 09 (held on 17), 2016, 7:00 (held at 5:00) PM

Landmark Aviation (now Signature) Conference Room

Due to inclement weather this meeting was not accomplished until February 17, 2016, 5:00 PM at Landmark Aviation Conference Room

Prior to the meeting. RJ Corman, Chairman of Asheville-Buncombe Technical Community College (A-B Tech)'s Aviation Management and Career Pilot Technology and Dean of the Business and Hospitality Division, reviewed the aviation programs with details about experience over this introductory year. Options regarding donations to EF and grants to applicants were discussed at length. All agreed a mutually beneficial relationship should and could be established. RJ Corman departed the meeting.

1. Call to Order - President Arnie Andresen – Call to order 5:50 PM.
2. Introduction of Guests – Arnie – none except as above, RJ Corman's premeeting presentation.
3. Determination of Quorum – Arnie – Quorum was established. Present were: Arnie Andresen, Andy Guenette, Don Watson, Phil Kelly, Henry Johnson, Anne Osmer, Nancy Marstall (ex officio), herein "Board." Absent: none.
4. Approval of Agenda – All – Draft agenda was reviewed. Changes were made and approved. Approved agenda is reflected in these minutes.
5. Approval of November 10, 2015 minutes – All – Approved unanimously. Acceptance of January 12, 2016 notes – All – Accepted unanimously.
6. Financial Report – Andy – Reviewed Oct, Nov and Dec 2015, and Jan 2016 distributions to Board members by email six (6) days prior to this meeting. After discussion, reports were accepted. Noteworthy discussion and decision items – 1) Andy will continue to work with Community Foundation of Henderson County (CFHC) to receive information important for the Treasure. 2) One anonymous donor has request that his grant be distributed over multiple years. The Board unanimously recommended a three-year period. 3) Taking #2, current liabilities and requisite remainder into account, approximately \$12,000 is likely to be available for distribution to grantees this year. The Selection Committee is informed.
7. Old Business
 - a. CFHC – Henry, Andy – See above Financial Report. Henry is working on a Charitable Fund Development Policy which has gone through several iterations. He will continue and advise Board.

- b. Grantee / Mentor review / update:
 - i. Eli Booth (Arnie) - CAP, 4-5 hrs flight time. Arnie will be Eli's new CFI. All CAP instructors do not charge for instruction.
 - ii. **Completed** Ryan Cotten (Don) - Soloed (4.6-13.8 hrs with Grant) - No request for payments has been made. Don will contact Ryan.
 - iii. Michael Doornbos (Arnie) - not started, will do so soon.
 - iv. Justin Griffin (Henry) - will start Instr flying soon.
 - v. **Completed** Katherine Harris (none) - Pvt Pilot Check passed.
 - vi. **Completed** Jacob Rhodes (Will) -

 - vii. Ereck Cook (B) (Phil) - has started flight training.
 - viii. Misty Crisp (B) (Anne) - Started with intro flight(s?), uncertain.
 - ix. **Completed** Bruce McDonald (B) (Ruffin) – Soloed.
- c. 2016 Grant Applications update – Don – The application process was posted to the WNCPC Association (WNCPCA) web site December 2015. No applications have been received to date. See below for distribution announcements.
- d. Funds available for 2016 Grants – Andy - above Financial Report.

8. New Business

- a. Checklists - Internal use and Reports Due External Bodies – Phil – A preliminary list has been forwarded to Don who will complete this task.
- b. Thoughts on donation process – Anne – resolved with the appointment of Treasurer, Andy.
- c. Distribution announcements of 2016 Application process to press, etc. – Anne – Twenty-two (22) press releases and ten (10) postings including FBO's have been accomplished. Word has spread with even publications in news media not receiving a news release.
- d. Future of funding – Arnie, all – A major next step for EF is raising funds for grants. A detailed discussion ensued with many options considered. Arnie expressed fund raising priorities as: 1) Aviation orientation 2) Local businesses and 3) UNCPA members. Arnie will follow up with an approach to Honda Jet. Using a grant writer is also a consideration. Arnie will follow up with a personal contact.
- e. Granting of A-B Tech applicants – All – Subsequent to the presentation by RJ Corman (above) the Board considered the granting of A-B Tech applicants. Many possible scenarios were considered and all agreed the EF must make decisions not contrary to the rules of federal and state agencies. Conflict of interest and directed donation situations were discussed. The Selection Committee is aware and will report to the EF Board for approval of selected grantees.

- f. Storage of EF documents – Andy – Concern was expressed that EF should have one secure location, accessible to all Board members for all EF documents. All agreed. A committee (Andy, Arnie, Henry, Don) was established to explore our current status and future options. Upon approved by the Board, implementation will continue. Additionally, as previously agreed, minutes of EF Board meetings, once approved by the Board, will be shared with WNCPA for posting on the WNPCA web site.
- g. USPS delivery of EF mail – Nancy – WNCPA has observed many USPS delivery problems with its and EF's USPS deliveries. A brief history was reviewed. WNCPA is aware of this issue. Action was postponed until after the March WNCPA BOD meeting.

9. Adjournment – at approximately 8:00 PM

Next meeting – March 8, 2016, same time (7:00 PM) and place (Signature Conf Room).

Respectfully submitted,

Don Watson, Secretary