

Western North Carolina Pilots Association (WNCPA) Education Foundation (EF)
Minutes for May 10, 2016, 7:00 PM Meeting
Signature Conference Room
Draft A

1. Call to Order - President Arnie Andresen – 7:01 PM
2. Introduction of Guests – Arnie – none
3. Determination of Quorum – Arnie – Quorum was present. 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, Draft B - All – Additions and corrections to Draft B were made, approved and included below.
5. Approval of April 12, 2016 minutes, Draft B – All – Approval moved, seconded, discussed, approved without revision unanimously.
6. Financial Report – Andy – Treasure’s reports for March and April as previously distributed by email to BOD members was summarized and accepted.
7. Old Business
 - a. Grantee / Mentor review / Update of Incompletes:
 - Eli Booth (Arnie) – will complete
 - Ereck Cook (B) (Phil) – reminder emailed to him, no response thus far.
 - Michael Doornbos (Arnie) – will probably not complete
 - Justin Griffin (Henry) – will probably not complete
 - b. Charitable Fund Development Policy – Henry – The final draft of the Charitable Fund Development Policy, previously distributed by emailed to Board members was moved for approval, seconded, discussed, approved without revision unanimously.
 - c. Funds available for 2016 Grants – Andy – After review of the EF financial status, \$14,000 for grants this year was moved for approval, seconded, discussed, approved without revision unanimously.
 - d. 2016 Grant Applications, Selection / Approval of Grantees – Don – A list of potential grantees and amount of grant for each was previously distributed by email to the BOD. This list was moved for approval, seconded, discussed, approved without revision unanimously. Additionally, the Grantee Certificate from 2015 was reviewed and it was agreed by all that the 2016 version should not have the wreath surrounding the WNCPA logo and “Educational Foundation” should be spelled out below the standard WNCPA logo.
 - e. Future of funding – Arnie, Henry, all – After some discussion a Fund Raising Committee will be considered at the next meeting.

- f. Storage of EF documents – Andy – All BOD members have now or will have access to ShareFile. After some discussion the Board asked Andy and Don to organize and make useful our Sharefile. They agreed to do same.
 - g. USPS delivery of EF mail – Nancy – WNCPA is waiting for the USPS to resolve its concerns. We will follow with interest. The IRS now has Andy’s address as the contact. NC Secretary of State has Phil’s address.
 - h. New EF BOD Members – Arnie – A brief oral report was given about progress in making and established longer term contacts. These efforts will continue.
8. New Business –
- a. Release of Funds Request Form Update – Andy – A previously distributed Form (version 2) had be distributed to the Board for their review. After some discussion, it was moved for approval, seconded, discussed, approved without revision unanimously.
 - b. D & O Insurance Renewal – Andy – It was observed that our D & O insurance was about to expire. He presented options for renewal with a handout. These were reviewed. A motion for approval of the \$705 option with Travelers, seconded, discussed, approved unanimously.
9. Adjournment – 8:23 PM

Next meeting – June 14, 2016, 7:00 PM, same place: Signature Conference Room.

Respectfully submitted,
Don Watson, Secretary