



## Denver Astronomical Society

### Minutes of March 9, 2018 E-Board Meeting

#### Officers Present:

- Ron Hranac – President
- Ed Ladner – Secretary

#### E-Board Trustees Present:

- July Candia
- Jack Eastman
- Joe Gafford
- Ed Scholes
- Sorin
- Dan Wray
- Dena McClung
- Chris Ubing

#### Observatory Representative:

- Dr. Bob Stencil (Not Present)

#### Members and Guests:

- Ivan Geisler
- Megan Daniels
- Dave Tondreau
- Zach Singer – Editor
- Eileen Barela
- Johnny Barela
- Hugh Davidson

#### Excused Absent:

- Lindsey Shaw - Vice President
- Mike Nowak – Treasurer

#### Absent:

#### MINUTES:

1. Call to Order at 7:30p.
2. Roll Call
  - 2.1. Certify a quorum (Seven (7) E-Board officers/Members shall constitute a quorum).
    - 2.1.1. Certified quorum of ten (10) board members.
3. Review and approve the previous E-Board meeting minutes (Feb 09 2018)
  - 3.1. Minor corrections identified on spacing and hyphenation.
  - 3.2. **Approved with edits.**
4. Additions to agenda
  - 4.1. Night Sky Network (NSN) as 7.4

- 4.2. March for Science as 7.5
- 4.3. VNH chair report as 7.6
- 5. Chamberlin business and DAS Treasurer's report
  - 5.1. Chamberlin Observatory business by Dr. Bob.
    - 5.1.1.1. Recommend increasing Liability insurance to 2 or 3 Million.
    - 5.1.1.2. Reminder of Telescope Operator Re-Certification for May 19
    - 5.1.1.3. ATS and IDA recommend for continued membership
    - 5.1.1.4. Yerkes Obs. Closure announced in the news.
    - 5.1.1.5. Denver March for Science
  - 5.2. Treasurer's Report
    - 5.2.1. Treasurer's report is attached.
    - 5.2.2. Petty cash account discussion differed with Treasurer absent.
      - 5.2.2.1. **Action Item: Petty Cash account selection**
    - 5.2.3. ATS and IDA renewals need to be paid. Outstanding payment to Henry Weissenste
    - 5.2.4. Jack to provide details of ATS and IDA to Ron #3
    - 5.2.5. **ACTION ITEM: Need list of scheduled payments**
- 6. Old Business
  - 6.1. Spring Banquet Recap
    - 6.1.1. Chocolate was well received. Food was good
    - 6.1.2. Technical issues with DAS provided projector. Venue was good about providing support in a pinch
    - 6.1.3. Average (64) attendees likely due to short lead time provided. We need a longer sign up period to allow for attendees to plan and attend.
    - 6.1.4. Room could be configured to allow 80 people seated.
    - 6.1.5. Need to document best practices for next banquet. This one was done poorly for planning.
  - 6.2. Membership SW committee
    - 6.2.1. Verbal status update of progress. Meetings have been attended by team with the exception of the Treasurer. Other subcommittees have been good about providing process information and needs.
    - 6.2.2. Needs analysis has been completed and software selection is underway.
  - 6.3. Fall Banquet possible at DMNS – July actively researching
    - 6.3.1. Need details to be resent to DMNS
    - 6.3.2. **ACTION ITEM** - Need to notify membership of possible date.
  - 6.4. DAS assets security
    - 6.4.1. Researching position bonding of officers involved in transactions and signing authority.
    - 6.4.2. Need to bond Treasurers position
    - 6.4.3. Visual review of T-Report and bank statements already started by President.
  - 6.5. DAS and 3<sup>rd</sup> Party businesses.
    - 6.5.1. Mike was unable to find documentation on endorsing 3<sup>rd</sup> party businesses w/ Tax filing implications. Revenue of any 3<sup>rd</sup> party interactions must be kept below a threshold to limit tax exposure.

- 6.6. SWOT Report place holder
- 6.7. DAS T-Shirts
  - 6.7.1. July has all sizes ready to get estimate from the vendor. 30 shirts approx. Should go on DAS CC directly to reduce expense reimbursement latency.
- 6.8. Brochure holders
  - 6.8.1. Further discussions with Dr Bob & Sorin to finalize mounting plan. Estimate \$80 in cost.
- 6.9. Stickers for Kids
  - 6.9.1. Discussions about using cards or puzzle format to encourage collecting
  - 6.9.2. Narrowing options for stickers for 20" scope and 10 or 20 images. Plan to focus on the "wow" images for each season.
  - 6.9.3. Stickers would offer greater access to kids. Mars stickers for summer opposition.
  - 6.9.4. Sorin to follow up
- 7. New Business
  - 7.1. DAS Website hosting
    - 7.1.1. Website has been unstable due to hosting company. Current site has been reduced in size to increase stability until cutover. Current costs are about \$2 per month.
    - 7.1.2. Researching VPS (Virtual Private Server)
    - 7.1.3. Next Step is to choose a vendor on a managed server.
    - 7.1.4. **Motion:** Approve Darrel to spend up to \$40/mth to migrate server to a VPS of his recommendation during a notified maintenance window with notification to the users, with the costs to be placed on the DAS CC". Seconded.
    - 7.1.5. **Motion Carried unanimously.**
  - 7.2. Summer Picnic
    - 7.2.1. Hold event @ Chamberlin during open house near Mars opposition July 21. Pot luck
    - 7.2.2. Ed S to contact Lindsey if she will take point on planning.
  - 7.3. DAS Newsletter
    - 7.3.1. "Special Thanks to the Editor for the work being done".
    - 7.3.2. Question of increasing the content is not practical due to the current format.
    - 7.3.3. Many of the needs of the newsletter would be better served by the website to allow publication on online format.
    - 7.3.4. Currently 42 paper copies are mailed, which constrains the format, as printing represents a significant cost. Increasing pages is not a simple or easily scaled option.
    - 7.3.5. Need a survey on the newsletter.
      - 7.3.5.1. Consider design of survey to Ed L.
      - 7.3.5.2. Need to identify needs of currently paper format users.
      - 7.3.5.3. "Looking for the soul of the newsletter".
  - 7.4. Night Sky Network (NSN)
    - 7.4.1. Chuck Habanicht currently owner of NSN Account
    - 7.4.2. Options are available to add our events to NSN to allow our outreach to be searchable.
    - 7.4.3. Need to add reply address person.
    - 7.4.4. Note that outreach type supplies are available from NSN.
    - 7.4.5. Should add July as outreach coordinator to access materials.

- 7.4.6.Dena to ask for more volunteers at general meeting
- 7.5. March for Science
  - 7.5.1.Sat Apr 14 @ 8a
  - 7.5.2.DAS has been requested to attend, and will have a booth for the identified educational outreach portion of the event.
  - 7.5.3.Political advocating needs to be absent due to nature of DAS
    - 7.5.3.1. Members requested to not be DAS identified during political activities.
  - 7.5.4.Ha Scope available on iOptron – Ed S.
  - 7.5.5.Other Solar scopes welcome to attend.
  - 7.5.6.Civic Center Park. – DAS Table.
- 7.6. VNH Chair
  - 7.6.1.Meeting was held on Mar 25<sup>th</sup>
  - 7.6.2.Noticed need for standardized application form
  - 7.6.3.No deposits have been made in 18 months. Need to reconcile with Treasurer for outstanding and stale checks.
  - 7.6.4.Need bylaws to be changed to set a quorum.
  - 7.6.5.Need chair name changed to Christine (Megan) Daniels to match legal ID.
  - 7.6.6.Motion to amend minutes to change the VNH chair name seconded and carried.
  - 7.6.7.DAS officers must attend bank or provide notarized approval of chair change.
- 8. Next eboard meeting
  - 8.1. Regularly scheduled Friday Apr 6 @ 7:30pm.
- 9. Adjourn meeting
  - 9.1. Motion to adjourn meeting. Motion seconded.
  - 9.2. Meeting adjourned at 9:52p