

Minutes
Board of Directors
World Space Week Association
17 February 2016 Vienna, Austria



1) Welcome and Introductions

The special meeting of the Board of Directors of World Space Week Association (WSWA) was called to order by Chairman Max Grimard at 13:10 on 17 February 2016 during the annual session of the Scientific and Technical Subcommittee of the United Nations Committee on the Peaceful Uses of Outer Space in Vienna, Austria.

The following persons participated in the meeting:

Directors in Attendance (6)

- Ade Abiudon (by telecon)
- Ali Al-Mashat
- Sergio Camacho
- Art Dula
- Max Grimard
- Chris Welch

Others in Attendance (5)

- Timiebi Aganaba-Jeanty (WSWA)
- Goran Nikolasevic (WSWA)
- Dennis Stone (WSWA)
- Brian Weeden (Secure World Found.)
- Ziang Hui (CNSA)

Directors Represented by Proxy (12)

- Kerrie Dougherty (Stone)
- Tom Hanks (Stone)
- Miguel Hernandez (Stone)
- Loretta Hidalgo Whitesides (Stone)
- Victoria Mayorova (Stone)
- Misuzu Onuki (Stone)
- Michael Simpson (Weeden)
- Randy Sweet (Stone)
- Li Guoping (Jiang)
- Qaiser Anees Khurram (Grimard)
- Seiichi Sakamoto (Grimard)
- Michel Laffaiteur (Camacho)
(proxy holder name is in parentheses)

Mr. Grimard welcomed attendees and asked each to introduce themselves.

2) Secretary's Report

The minutes of the previous meeting of Board of Directors meeting were reviewed and approved as corrected.

The next meeting will occur during the International Astronautical Congress in Guadalajara, Mexico, the week of September 26-30, 2016. The date and time of the meeting will be announced.

3) Treasurer's Report

The Board reviewed the financial report consisting of the balance sheet as of December 31, 2015, income statement for 2015, and budget vs. actual for 2015. Chairman Grimard requested more data on the events expenditures.

4) Nominating Committee Report

Dr. Camacho said that the Nominating Committee is accepting inputs on nominations to be made at the next meeting in Guadalajara. Mr. Stone reminded the Board of the proposal to create honorary directors, which was discussed and tabled at the last meeting. Dr. Camacho proposed that the Board continue to consider this between now and the next meeting.

5) Executive Committee Report

Mr. Stone welcomed Timiebi Aganaba-Jeanty, our new Executive Director, and Goran Nikolasevich, our new Operations Manager. Both were selected by the Executive Committee last month. Directors enthusiastically welcomed them to their positions.

Mr. Stone then presented the draft 2016 Operating Plan. The plan anticipates continued growth in donations to the Association. If the donations remain flat, the Association's surplus from 2015 will cover budgeted expenses. The Plan would authorize hiring contractors for several critical areas, provided that no volunteers could cover them:

- Webmaster
- Social media relations
- Traditional media relations
- Washington, DC representative

Comments and discussion on the Operating Plan included the following:

- Mrs. Aganaba-Jeanty said that her strong network and experience provide a basis for continued growth in donations.
- Mr. Stone said the justification for a Washington representative (as opposed to other cities) is to increase donations from American firms and increase US participation to enhance WSW credibility globally.
- Mr. Grimard said, in order to justify any paid contractors to our volunteers, the contractors should be highly proficient in the scope of the work.
- Mr. Stone said that performance plans will be negotiated with the new Executive Director and Operations Manager which will include pay raises based on achievement of goals such as increased donations.
- Ambassador Al-Mashat commended the Executive Committee for the excellent Operating Plan, and requested that, in the future, it be made available to the Board before the beginning of the year.
- Directors discussed how some donors will be attracted by the current year's theme, and some will donate regardless. Mrs. Aganaba-Jeanty will thus make a special effort this year to seek support from companies engaged in remote sensing.

Mrs. Aganaba-Jeanty presented the Executive Director's report, which highlighted areas which she plans to emphasize this year. Mr. Nikolasevic then presented the Operations Manager's report which emphasized the multi-year growth of WSW, highlights of WSW 2015, and the duties of the Operations Manager.

Comments and discussion included the following:

- Mr. Grimard wishes to see greater efforts in seeking traditional media coverage of WSW. Mrs. Aganaba-Jeanty said we should feature human interest stories related to WSW events in order to attract more coverage.
- When presenting WSW event statistics by regions, we should use the official UN definition of regions.
- There was consensus on our continuing efforts to improve reporting on WSW results, both in terms of complete reporting and quality of the data. For example, the one-facility, one-event guideline for defining an event should be more clearly communicated. Ms. Ziang offered to help increase reporting of WSW participation in China.
- Ms. Ziang identified that WSW conflicts with early October holidays in China. It was agreed that events celebrated within one week of the official October 4-10 dates could be reported in the calendar.
- Mr. Nikolasevic said we should create pages on our web site for each participating country. Mr. Stone said that could display events by country to make the event calendar easier to browse.
- Mr. Nikolasevic will scrub our national coordinator list to remove coordinators who have been inactive.

6) New Business

a) 2016 Poster

Mr. Nikolasevic presented results of a poster design contest which he conducted in Croatia on ways to depict the WSW 2016 theme, "Remote Sensing: Enabling Our Future." The Board selected its favored concept from the set and made suggestions for improvement (larger logo, less black space, more visual satellite (not linked to any nation), and consider adding a human element. Ambassador Al-Mashat offered to provide better translation of the Arabic text for the poster.

Dr. Camacho suggested that WSWA make available materials from the Paris Conference on climate change for use during WSW 2016. Mr. Stone agreed that a web page will be created with that and other materials relevant to the theme.

b) 2017 Theme

Mr. Stone presented ideas for the WSW 2017 theme, including two recommendations from Vice President Michel Laffaiteur and two others. He also presented theme-selection criteria and a list of past themes. He said that, if we follow our pattern of alternating between themes which "look up" and "look down," that the 2017 theme should "look up."

Proposed themes and comments were as follows:

- "Observing Climate Change" – this was considered too close to the 2016 theme
- "Go Forward to Mars Exploration" – Mars was the theme four years ago, so this too was considered a duplication
- Extraterrestrial Resources – This is a popular but controversial topic, in that certain practices to exploit extraterrestrial resources are not permitted by international treaty. However, there is much interest in this subject. If presented as a question, then WSWA would not appear to advocate any particular position, rather encouraging discussion on the question. It was also noted that the legal questions raised could link to 2017 being the 50th anniversary of the entry into force of the Outer Space Treaty ratified on October 10, 1967.
- Astrobiology – This could address the search for Earth-like planets in the galaxy, SETI, and exobiology. It could be used to teach biology and other related fields.

After some discussion, the Board decided to consider the last two theme concepts further, and to make a final decision at the next Board meeting.

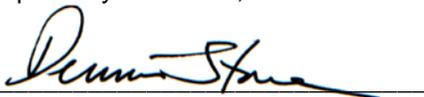
6c) Management Review Committee

Dr. Camacho presented a status report of the Management Review Committee, which was created at the last meeting. He reviewed the terms of reference of the committee and sought comments. Chairman Grimard said he hope that the committee would strengthen the Association by recommending ways to improve roles, responsibilities, lines of communications, and related areas. Dr. Camacho said that the committee will present its report at the next Board meeting.

7) Closing Remarks and Adjournment

There being no further business, Mr. Grimard thanked the Board members for their participation and adjourned the meeting at 15:10.

Respectfully submitted,



Dennis Stone, President