

Minutes
Board of Directors
World Space Week Association
14 October 2015 Jerusalem, Israel



1) Welcome and Introductions

The annual meeting of the Board of Directors of World Space Week Association (WSWA) was called to order by Chairman Max Grimard at 12:00 on 14 October 2015 during the International Astronautical Congress in Jerusalem, Israel.

The following persons participated in the meeting (those marked * participated via teleconference):

Directors in Attendance (7)

- Arthur Dula
- Max Grimard*
- Mark Mackay*
- Victoria Mayorova
- Michael Simpson
- Randy Sweet (elected during meeting)
- Chris Welch

Others in Attendance (8)

- Stuart Crane (Baker Crane)*
- Buckner Hightower (Heinlein Prize)
- Ryan Kobrick (Yuri's Night)
- Michelle Mendes* (WSWA)
- Rod Ramsden (Lex Mercatoria)
- Dennis Stone (WSWA)

- Chris Vasko (WSWA)
- Wang Binruo (CSA/CNSA)

Directors Represented by Proxy (10)

- Anousheh Ansari (Stone)
- Robert Cleave (Stone)
- Karl Doetsch (Stone)
- Kerrie Dougherty (Stone)
- Miguel Hernandez (Stone)
- Li Guoping (Wang)
- Seiichi Sakamoto (Stone)
- F.R. Sarker (Stone)
- Oleg Alifanov (Stone)
- Loretta Hidalgo Whitesides (Kobrick)
(proxy holder name is in parentheses)

Chairman 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.

The next meeting will occur during the Scientific & Technical Subcommittee of the United Nations Committee on the Peaceful Uses of Outer Space in Vienna Austria during the first two weeks of February 2015. The date and time of the meeting will be announced.

3) Treasurer's Report

The Board reviewed the Association's current balance sheet and profit and loss report for the year to date.

4) Nominating Committee Report

Dennis Stone presented the Nominating Report on behalf of Nominating Committee Chair Sergio Camacho:

1) Board Members

a) Reelection of Directors (to two-year term expiring in 2017)

George Abbey	Lisa LaBonté
Ade Abiodun	Mark Mackay
Oleg Alifanov	George Mueller
Anousheh Ansari	Bill Nye
Elöd Both	Misuzu Onuki
Gerard Brachet	Seiichi Sakamoto
Raimundo González	F. R. Sarker
Max Grimard	Bee Thakore
Senol Gulgonul	Yang Junhua
Miguel Hernandez	

b) Election of New Directors (to two-year term expiring in 2017)

Randy Sweet of Lockheed Martin Corporation (replacing Robert Cleave)

c) Replacement of Director (in two-year term expiring in 2016)

Mr. Qaiser Anees Khurram, replacing Mr. Bilal as Chairman SUPARCO (Pakistan)

2) Board Committees (elected for one year term)

a) Executive Committee

- Michael Simpson
- Misuzu Onuki
- Lisa LaBonté
- Kerrie Dougherty
- Chris Welch

b) Nominating Committee

- Sergio Camacho, Chair
- Bill Nye
- Bijal Thakore
- Dorin Prunariu

3) Officers (elected for one year term)

- | | |
|---------------------|------------------------------|
| • Max Grimard | Chair |
| • Dennis Stone | President |
| • Ali Al-Mashat | Vice President – Middle East |
| • Michel Laffaiteur | Vice President – Strategy |
| • Marcia Gilbert | Treasurer |

All nominations were approved by the Board by unanimous consent.

5) Executive Committee Report

a) Management Review

Mr. Stone noted that Executive Director Michelle Mendes has resigned. He and the Board expressed their deep appreciation for her many accomplishments during her tenure.

Mr. Stone further noted that Mrs. Mendes identified issues with WSWA management and requested that the Board look into these issues. In response, Dr. Simpson proposed the following resolution which was seconded:

1. A Special Committee on Management Review is hereby established to review the management of World Space Week Association and report any concerns and recommendations to the Board of Directors.
2. The chair and membership of this committee shall be appointed by the Chairman of World Space Week Association.
3. After making its report to the Board of Directors, this committee shall be abolished.

During discussion, Dr. Simpson introduced the following addition as an amendment:

4. The Committee shall make a progress report to the Board at its February 2016 meeting and a final report by the annual meeting at the 2016 IAC.

During discussion, Chairman Grimard said that the Board should ensure that the roles of executive functions are defined. He invited Board members interested in serving on the committee to contact him. Mr. Crane offered to advise on financial management

The Board accepted the resolution as amended by unanimous consent.

b) Executive Director Report

Mr. Stone introduced Executive Director Mendes who then presented an overview of accomplishments and plans for the Association. Mrs. Mendes presented preliminary statistics of World Space Week 2015, human resources management, accomplishment of strategy, projects accomplished, fund raising, and plans for 2016.

Concerns expressed included turnover of volunteers, national coordinator performance, and cost of this year's poster. Chairman Grimard suggested that the Management Committee consider ways to increase volunteer recognition. It was also suggested that our best volunteers be recognized with trips, such as attending IAC.

Mr. Sweet said that all 2015 donors should be contacted soon to confirm donations for 2016.

6) New Business

a) Bylaws Amendment – Honorary Directors

The Board discussed a proposed Bylaws amendment which would create the position of non-voting Honorary Directors. The purpose is to allow key people to visibly demonstrate their support for the Association without the normal obligations of serving as a Director. Discussion centered around the question of liability. A question was raised whether an Honorary Director would still have any liability. A suggestion was made to consider having a Board of Advisors instead of Honorary Directors. It was agreed to study this further and bring forward a proposal at a later meeting.

b) 2016 Theme

The Board took up the question of the World Space Week 2016 theme which had been first discussed at the previous meeting. At that meeting, the Board decided that the general concept would be about remote sensing. Chairman Grimard wrote a paper on the subject and Mrs. Mendes presented a number of ways in which the theme could be worded. After significant discussion, the Dr. Simpson moved and Mr. Sweet seconded that the 2016 theme be "Remote Sensing: Enabling Our Future." The motion passed by unanimous consent.

c) Partnership Policy

Mrs. Mendes, assisted by Mr. Vasko, our volunteer Partnership Manager, presented a proposal to create additional categories of WSW Association partners to recognition people and organizations who support or assist the Association each year. The following was proposed:


- 1) Rename the current "Partner" category as "Global Partner"
- 2) Create four additional categories:
 - Affiliates: A group or institution that is officially connected with WSWA that brings value through its resources to WSWA. Initially this will be for Education Affiliates, but later can expand to other types of Affiliates such as Corporate or Cultural.
 - Annual/Theme Partners: A group of individuals, institution or other organization that wishes to partner with WSWA for a particular year for that particular year's theme. The partnership does not carry over to the subsequent years.
 - Collaborator: an individual person or group that works with WSWA to put out or establish a body of work or program.
 - Contributors: an individual or individuals or groups that contribute some elements of content or resources to a WSWA body of work.
- 3) Each of the five categories of partners shall be recognized separately
- 4) The Executive Committee shall establish a process for approving all new partners, which may be delegated.

The proposal was approved by unanimous consent.

7) Closing Remarks and Adjournment

There being no further business, Chairman Grimard thanked the Board members for their participation and adjourned the meeting at 14:00.

Respectfully submitted,



Dennis Stone, President