

Minutes
Board of Directors
World Space Week Association
15 February 2019, Vienna, Austria



1) Call to Order and Introductions

The annual meeting of the Board of Directors of World Space Week Association (WSWA) was called by the Chairman Dr. Francisco Javier Mendieta at 13-00 on 15 February 2019 during the session of the Scientific and Technical Subcommittee of the United Nations Committee on the Peaceful Uses of Outer Space held in Vienna, Austria.

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

Directors in attendance (4):

- Chris Welch*
- Francisco Javier Mendieta*
- Iñaky Garcia-Brotons
- Misuzu Onuki*
- Kaori Sasaki*
- Victoria Mayorova*

- Candace Johnson*
- Jiang Hin (CNSA)
- Zafar Iqbal (Suparco)
- Mario Santander (Mexican Space Agency)*

Others in Attendance (9)

- Dennis Stone*
- Catherine Doldirina*
- Alex Karl*
- Maruska Strah
- Thomas Reemer (Space Hero)*

Directors Represented by Proxy (3)

- Ali Al-Mashat (Dennis Stone)
- Randy Sweet (Dennis Stone)
- Amer Nadeen (Atif Ali)
- Jean Baptiste Desbois (Iñaky Garcia-Brotons)

Chairman Mendieta welcomed attendees and asked each to introduce themselves.

2) Secretary Report

a) Mr. Stone presented meeting from the previous meeting and they were approved.

b) Next meeting will be held during the International Astronautical Congress in Washington DC, the USA. The day and time of the meeting will be announced.

3) Treasurer Report

Mr. Stone presented the financial report, highlighting budget vs. actual values that show that the incoming donations were lower than expected and hoped for.

The Financial Report was approved.

4) Nominating Committee Report

a) Mr. Stone presented the two nominations on behalf of the Nominating Committee: Candace Johnson and Sarah Cruddas. Ms. Candace Johnson briefly presented herself and expressed her interest and motivation to join the WSWA and bring the commercial sector closer to WSWA and WSW. Sarah Cruddas was absent but briefly presented by Mr. Stone who underlined her value in improving communication, publicity and outreach of WSWA and WSW due to her experience and background. The nominations were approved by unanimous consent.

5) Executive Committee Report

a) Mr. Stone presented 2019 Operating Plan, highlighting that WSWA is getting stronger, while some issues, particularly those related to budgetary constraints, remain. WSWA also needs to promote itself better to increase participation, donations, and media coverage.

b) Ms. Strah presented the Executive Director Report, focusing on the achievements of WSWA. She said that there is under-reporting which prevents a complete picture of the scope of WSW. The executive team is looking into ways of improving metrics of WSW success. Ms. Strah invited Directors to provide more input and be more involved in the process.

c) Mr. Stone presented a status of the Governance Assessment. The Executive Committee is continuing to work this action and plans to present recommendations at the next Board meeting in Washington.

6. VP Reports

Catherine Doldirina, VP Board Relations: presented the activities related to setting up mechanisms regarding relationship between the WSWA team and the Board.

Alex Karl, VP Partners and Programs: looking into reviving “old” partnerships and creating new ones (IAF, UNOOSA, Moon night). Strengthening and finding new strategic partnerships to publicise the Moon theme and 20th anniversary of WSWA.

Armengol Torres, VP Education and Coordination: presented statistics on the national Coordinators (NCs), highlighted the issue with many inactive NCs, described the work undertaken with regard to the Volunteer Position description to formalise the engagement; highlighted the activities of Facebook group page with 70 NCs. VP Education:

Dr. Doldirina presented for Mr. Basely-Walker, Executive Vice President: highlighting continued support to the President, the Executive Director and the Vice-Presidents on strategy and fundraising, support to ongoing organizational strategy discussions, as well as substantive and institutional support to the Executive Director.

7. Other Business

a) WSW 2019 Poster

Directors discussed the poster art concepts presented and agreed that further work should be undertaken and an electronic vote be prepared for Directors when the updated concepts are ready.

b) Mr. Stone introduced the 2020 Honorary Chair concept, the core idea of which being to engage satellite industry more with the WSWA. The proposal aims to linking the year’s theme to fundraising. Proposal for the 2020 theme is to focus on satellites as a whole, a broad sweeping look at the benefits of satellites, and to have a satellite industry CEO as honorary chair to lead the effort, including signing letters to industry peers seeking support for WSWA and participation in WSW. Directors discussed the proposal and approved with unanimous consent to approach potential Honorary Chair for World Space Week 2020. Chairman Mendieta agreed to sign the invitation letter.

c) 2020 Theme.

Mr. Stone presented the ideas and stressed that there was no need to decide during the meeting, but rather discuss. Directors discussed various wording possibilities to identify

the 2020 theme reflecting the concept of broad benefits of satellites to humanity. Ms. Strah was tasked to provide alternative wordings for a decision at the next Board meeting.

d) Space Hero presentation.

Mr. Stone introduced Thomas Reemer who provided a summary of Space Hero, a global casting show to choose a person to go to space. WSWA and Space Hero are discussing an MoU to pursue some activities together. Directors agree that it could be a good idea with potential impact on the community.

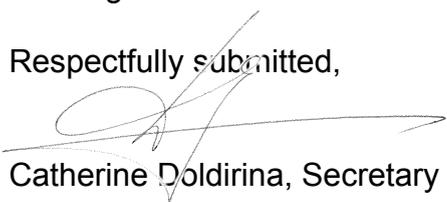
e) Other

Misuzu Onuki presented the work done by the Moon Village Association.

7. Closing Remarks and Adjournment

There being no other business, Chair Mendieta thanked all attendees and adjourned the meeting at 15:00.

Respectfully submitted,



Catherine Doldirina, Secretary