



OLD ANTARCTIC EXPLORERS ASSOCIATION, INC.

6 November 2016

To: OAEA Membership

Subj: Minutes of Officers-Elect Meeting at the 2016 OAEA Reunion in Norwich, CT, 11 October 2016:

1. Call to Order: The meeting was called to order at 3:15pm by President-Elect Ed Hamblin. Roll Call was taken as follows:

Ed Hamblin –	President		
John West –	Executive Vice President	Allen Cox –	Director: <u>Absent</u>
Laura Snow –	Immediate Past President	Marty Diller –	Secretary
Billy-Ace Baker –	Life Director	Wayne Germann –	Director: <u>Absent</u>
Dave Bresnahan –	Director: <u>Absent</u>	Tom Henderson –	Director
Rob Buettner –	Director: <u>Absent</u>	Bill Rouzer –	Treasurer
Bob Conner –	Director: <u>Absent</u>	Dick Spaulding –	Director

The Secretary announced that a quorum was present. Observers at this meeting: Dave Hazard, Merchandise Coordinator.

2. Address of the President-Elect: Ed Hamblin thanked everyone for their attendance, and Secretary Marty Diller reviewed the premise of this meeting, which, for convenience, is scheduled before the General Membership meeting: The Board's official business at this meeting of the "new body" will be conducted as usual, therefore, any official business which requires an official decision (or vote) by the Board, will be duly acted/voted on by the Board. However, since the officers of the new body have not yet officially begun their terms of office, the Board's decision cannot be considered official. Therefore, the new body's decision on such official business will need to be presented to the membership at the General Membership meeting for their ratification of the new body's decision.
3. Reading of the Minutes. In lieu of reading the Minutes of the second Officer's Meeting, held November 14, 2014 at the Norfolk Reunion, the Board unanimously approved a Motion by Dick Spaulding to accept the minutes as distributed.
4. Reports of Officers: none.
5. Reports of Committees:
 - A. Merchandise Committee. Merchandise Coordinator Dave Hazard provided an updated report:
 - The OAEA Ship's Store total worth on October 10th was \$5,816.99 with a balance of \$1,987.14 in the bank and the remainder in inventory. He hopes to return \$1,000 of startup funding for the Ship's Store to the OAEA after this reunion, and expects that all new merchandise purchases will be funded using profits from merchandise sales.
 - Dave plans to use future profits to announce donations of \$500 to the OAEA Scholarship Program at each reunion.
 - B. Scholarship Committee. No report (see report presented at First Officer's meeting, this date).

6. Reports of Special Subjects: none.

7. Unfinished Business: none.

8. New Business: Ed Hamblin

A. Appoint Parliamentarian to replace Jim Eblen. President Hamblin has this appointment under consideration but will defer his decision to a later date. Item tabled.

B. Appoint/approve Chairpersons of Standing and Appointed (ad hoc) committees. Item open.

- Standing Committees: President-Elect Hamblin expects to re-appoint the current Chairpersons of the Standing committees with the exception of the Scholarship Committee, for which he is considering to appoint his wife, Linda. He also expects to re-appoint Tom Henderson as the Reunion Coordinator. The Chair of the OAEA Assistance Committee remains vacant.
- Appointed Committees: President-Elect Hamblin expects to re-appoint B-A Baker as the Chairperson of the By-Laws Committee. The Museum Coordination Committee chair is vacant; former chair Gene Van Reeth has been relieved of that position for health reasons. The Election Committee is currently inactive.

C. Open action items from First Officer's Meeting: Item to be presented to the membership for approval/ratification.

1. Payment for Subscription Fee to the Explorer's Gazette for Members Without Internet Access; a proposal by Life Director (and Gazette Editor) Billy-Ace Baker:

- Members who do not have Internet access do not receive news about the OAEA now that mailing of the Explorer's Gazette was stopped in 2014. Via U.S. mail, they only receive OAEA the reunion notices and election ballots every two years, and so some of them are complaining. A solution would be to start charging a subscription for the Gazette, or to start sending a small newsletter to everyone on a quarterly basis.
- During discussion, the following pertinent details were brought forward:
 - In FY-2013, the cost of printing and mailing to approximately 200 members cost around \$4.00 per issue.
 - In a related discussion at the 2014 reunion, the Board agreed that it is not cost-effective to continue to pay a printing company to print and mail issues to such a small number (less than 15% of members).
- B-A proposed the establishment of a Gazette subscription service for members willing to pay for it. After discussion, the Board asked Billy-Ace to investigate and report on the costs of printing and mailing a 24-page Gazette, and to report on those costs to the Board within 60 days.
- Pending the results of B-A's investigation, the Board will take further action on approving a subscription service.

D. Business from the floor: Items to be presented to the membership for approval/ratification.

1. Chapter Coordinator Duties. Recently-appointed Chapter Coordinator, Director Dick Spaulding, asked for clarification on the duties and purpose of the Committee on Chapter Coordination – a Standing Committee in the OAEA By-Laws.

- Discussion on this question included consideration of the potential costs of traveling around the country to liaise with both established and potential chapters and groups. The Board agreed that identifying volunteers in various regions around the U.S. to assist the Coordinator would reduce the need for, and expense of, travel for the Chapter Coordinator.
- By-Laws Committee Chair, B-A Baker, stated that he would submit a change to the By-Laws to address this issue – to clarify the duties of the Coordinator and to identify regional coordinators to assist the Chapter Coordinator.
- President-Elect Ed Hamblin stated that he would identify the densest geographic areas of OAEA members – areas in which to look for a volunteer willing to assist the Chapter Coordinator in his duties.

2. Annual Scholarship Awards. In his report (First Officer's meeting), Scholarship Committee Chair Ed Hamblin described his process to determine the annual award amount, which under procedures established in San Diego Resolution 03 uses annual program donations and investment funds in excess of \$25,000 working principal as the source for the annual awards.

- His intent is to protect the base amount of the investment when determining the amount of the award for the upcoming school year, so as to allow the working principal to earn interest – the primary source of award money.

Business from the floor (continued):

- Vice President-Elect John Lamont West asked that the cost basis of the Scholarship Fund investment account be protected to maximize the return on investment of the account.
- Life Director Billy-Ace Baker stated that his OAEA Communicator Group voted to stop making donations to the OAEA Scholarship funds after San Diego 03 was passed.
- After further discussion, John proposed to submit a revision to San Diego 03 to protect the cost basis of the investment. The Board agreed to that proposal, and Billy-Ace indicated that he would approach the OAEA Communicator Group to start another fund drive in support of the Scholarship Program.

3. OAEA Membership Database files. OAEA Membership Database Manager Ed Hamblin described his growing number of plastic bins filled with membership forms that he manages in order to maintain the OAEA membership rolls. To facilitate his duties, he asked that he be allowed to purchase, for the approximate cost of \$500, a suitable file cabinet to hold those forms.
- After a brief discussion, that request was approved by the Board.
 - A Motion by John West, to approve the purchase of such a file cabinet for a cost of approximately \$500, was carried unanimously.

9. Adjourn: There being no further new business, the meeting was adjourned at 4:27pm.

SUBMITTED:

Marty Diller

Marty Diller
Secretary

APPROVED:

Ed Hamblin

Ed Hamblin
President