

**Minutes of the 2018 AMSAT Board of Directors Meeting  
Held at the Huntsville Marriott at the U. S. Space and Rocket Center  
Huntsville, Alabama  
November 1-2, 2018**

The Board of Directors of the Radio Amateur Satellite Corporation (AMSAT) convened at 8:06 am CDT on November 1, 2018 at the Huntsville Marriott at the U. S. Space and Rocket Center in Huntsville, Alabama with President Joe Spier, K6WAO, in the chair.

Present were:

Keith Baker, KB1SF/VA3KSF, Treasurer  
Jerry Buxton, N0JY, Director, Vice President-Engineering  
Tom Clark, K3IO, Director  
Mark Hammond, N8MH, Director  
Drew Glasbrenner, KO4MA, Director, Vice President-Operations  
Alan Johnston, KU2Y, Vice President-Educational Relations  
Bruce Paige, KK5DO, Director  
Martha Saragovitz, Manager  
Joe Spier, K6WAO, President  
Paul Stoetzer, N8HM, Director, Executive Vice President

Absent at the beginning of the meeting were:

Clayton Coleman, W5PFG, Director, Secretary  
Peter Portanova, W2JV, Alternate Director  
Scott Harvey, KA7FVV, Alternate Director

Others present at various points during the meeting were Robert Bankston, KE4AL, JoAnne Maenpaa, K9JKM, John Shew, N4QQ, Nick Pugh, K5QXJ, Bob Sharp, VA3QV, Barry Baines, WD4ASW, John Klingelhoefter, WB4LNM, Jay Schwartz, WB8SBI, Ed Krome, K9EK, Lou McFadin, W5DID, Zach Lefke, N2WWD, Burns Fisher, WB1FJ, Phil Smith, W1EME, Pat Kilroy, N8PK, Dave Swanson, KG5CCI, Gabe Zeifman, AL6D, Glenn Miller, AA5PK, and Matt Stevens, NJ4Y.

President Spier began the meeting by reviewing the agenda.

## **I. Election of Officers**

The first item of business was the election of officers. The President presented the following slate of officers for the Board's consideration:

Joe Spier, K6WAO, President  
Paul Stoetzer, N8HM, Executive Vice President  
Clayton Coleman, W5PFG, Secretary  
Drew Glasbrenner, KO4MA, Vice President-Operations  
Jerry Buxton, N0JY, Vice President-Engineering  
Keith Baker, KB1SF, Treasurer  
Martha Saragovitz, Manager

Director Paige moved that the slate of officers be approved by acclamation. The motion was seconded by Director Glasbrenner and adopted by a vote of 6-0. Director Coleman was not present for the vote.

## **II. Executive Team Reports**

The President, Executive Vice President, Treasurer, and Manager presented their reports on corporate operations and discussion ensued. The Secretary's report was deferred pending his arrival.

The meeting recessed at 9:48 am CDT.

The meeting reconvened at 10:16 am CDT.

The Vice President-Operations then presented his report on the operation of AMSAT satellites, AO-7, AO-85, AO-91, and AO-92, as well as FalconSAT-3. Discussion also ensued on the issues of proper operation of AMSAT satellites and challenges of enforcement of the rules in the amateur satellite subbands, including DMR, EchoLink, and repeater QRM.

Dave Taylor, W8AAS, AMSAT ARISS U.S. International Delegate joined the meeting at 10:45 am CDT in place of the Vice President-Human Spaceflight.

Following his report, Lou McFadin, W5DID, reported on the status of AMSAT's Lab/Storage facility in Orlando, Florida.

The Vice President-Educational Relations then presented update on AMSAT's educational outreach programs, including his work on the AMSAT CubeSat Simulator Project.

Afterwards, the Vice President-Engineering presented an overview of progress on the Fox-1 series of satellites.

Director Paige then presented an overview of the AMSAT Store and Awards program.

The meeting recessed for lunch at 11:50 am CDT.

The meeting reconvened at 1:02 pm CDT.

## **III. User Services**

ANS Editor JoAnne Maenpaa, K9JKM, discussed the AMSAT News Service program and news distribution strategy.

Director and Secretary Clayton Coleman, W5PFG, joined the meeting at 1:15 pm CDT.

The Vice President-Operations discussed AMSAT's social media operations.

The Executive Vice President discussed AMSAT's website and electronic services.

The Secretary discussed a policy for AMSAT social media and the AMSAT Ambassadors program.

Hamvention Team Leader Phil Smith, W1EME, discussed AMSAT's presence at Hamvention. The Board congratulated him for a job well done in his first year as the Hamvention Team Leader.

The President briefly discussed the AMSAT Journal.

#### **IV. AMSAT Engineering and Discussion Topics**

The Vice-President Engineering discussed AMSAT's Engineering program with a discussion of ASCENT (Advanced Satellite Communications and Exploration of New Technology).

He then moved on to a presentation on the GOLF program and concluded with a "Crystal Ball" on the future of AMSAT Engineering projects and programs.

The meeting recessed at 3:19 pm CDT.

The meeting reconvened at 3:45 pm CDT.

#### **V. Approval of Accounting Firm / Annual Review**

The Treasurer discussed the need to appoint the accounting firm, Cherry Bekaert, LLP, and approve an annual review.

Further consideration was deferred.

#### **VI. ARISS**

Dave Taylor, W8AAS, in place of the Vice President-Human Spaceflight presented a review of ARISS activities and future human spaceflight amateur radio opportunities on the Deep Space Gateway.

The Treasurer presented an update from ARISS Canada.

#### **VII. Regulatory Topics**

The President presented an update on AMSAT's proposed EAR/ITAR policy and asked that the Board discuss funding a legal review of the policy.

Director Paige moved that the corporation retain FD Associates, Inc. to review the Board of Directors approved EAR/ITAR policy with a maximum outlay of \$10,000.00. Director Stoetzer seconded the motion. After discussion, Director Paige rescinded his motion and further consideration was deferred.

The Executive Vice President then reviewed FCC regulatory items, including a newly released Notice of Proposed Rulemaking on Orbital Debris Mitigation.

The meeting recessed at 5:59 pm CDT for dinner.

The meeting reconvened at 7:09 pm CDT.

#### **VIII. Finance and Budget**

The Treasurer briefly discussed some changes to the proposed 2019 budget and sent the new document to the Board.

## **IX. Education**

The President discussed an Albuquerque Public Schools Education Plan for Virginia Tech's GOLF-1 camera. Discussion ensued.

The President and Vice President-Educational Relations discussed a budget for the CubeSat Simulator and demonstrated the simulator for the Board.

## **X. Strategic Planning Update**

The President briefly discussed plans for AMSAT's Golden Jubilee, including plans to celebrate it at Hamvention.

Executive team members then discussed updates on the strategic goals from the 2017 strategic planning session.

The meeting recessed at 8:48 pm CDT.

## **XI. Closed Session**

The meeting reconvened at 8:06 am CDT on November 2, 2018 in closed session.

Motions made in the closed session:

Director Paige moved that the corporation retain FD Associates, Inc. to review the draft EAR/ITAR policy with a maximum outlay of \$10,000.00. Director Buxton seconded the motion. The motion was adopted by a vote of 7-0.

Director Paige moved that the 2019 Budget be adopted. The motion was seconded by Director Glasbrenner. The motion was adopted by a vote of 7-0.

Director Stoetzer moved that the meeting adjourn. The motion was seconded by Director Hammond. The motion was adopted by a vote of 7-0 and the meeting was adjourned at noon CDT.

Respectfully submitted,

Paul Stoetzer, N8HM  
Executive Vice President