

BAS Meeting Minutes Jan 8 2025

The team discussed various administrative tasks, including updating the club's database, website, and official address, as well as the process of transferring ownership of a boat and trailer to the club. They also discussed the need for a cloud-based repository for important documents, the creation of an annual task list for the club, and updates to the club's website and database. Additionally, they discussed the upcoming annual meeting with the city and the need for a new Float Flight Coordinator.

Next steps

- Ken, Mike, and Bob to attend the annual meeting with Regina from the city on January 28th at 10 AM
- Mike to update the Secretary of State records with the new PO Box address
- Ken and Mike to visit the bank to transfer the trailer title to the club
- Bob to handle the AMA club registration renewal
- AI to investigate cloud storage options for club documents, including talking to James about potential solutions
- AI and Rudy to discuss setting up Google Drive access for the club's Gmail account
- Ken to inform Joe Sharren that his proposal to replace the yellowed plexiglass on the club sign was approved
- AI to update the club's task list with annual activities and store it in the new corporate repository
- Mike to update the membership form to reflect the new policy for new members joining after October 1st
- AI to send an email to Ian with instructions on how to access and use the email program for float flight notifications
- AI to contact Bill to clean up and update the membership database, including removing deceased members from subgroups
- Murray to conduct the club audit in late March
- Mike to send Murray a copy of the previous audit and the 10 Year Plan
- Ken to add "audit" to the club's annual calendar of activities
- Mike to review the 10 Year Plan and send a copy to Ken
- Bob to set up the next meeting and send out notices to everyone
- Ken to maintain his Zoom account until Bob confirms he can host future meetings
- Mike to bring the checkbook for potential registration fees when transferring the trailer title

Summary

Club Finances and Official Address

The meeting began with Ken calling the meeting to order at 6:31. ZOOM AI was tasked with taking the minutes, with Bob taking copious notes as a backup. The treasurer's report was then given by Mike, who confirmed that the club records match the bank's records. The club's post office box number was also confirmed as PO Box 66, Niwot, Colorado 80544. The secretary's report included the club's official address, which was to be updated on the Secretary of State's website. The conversation ended with Mike taking an action item to update the Secretary of State's website with the club's official address.

Club Membership and AMA Reconciliation

Ken informed the team that Bill Mansfield, who was supposed to update the club database, was in the hospital and hadn't done so recently. Ken confirmed that they currently have 42 regular members, 2 associates, 6 life members, and 2 student members. Mike revealed that he and Bob are not members

according to the database, but he has submitted a membership application. Bob asked about the reconciliation with the AMA membership, which Ken suggested Bill handles annually. The team agreed that the club's insurance is more important than a perfect one-to-one correlation with the AMA membership. Bob decided to send an email to Bill to inquire about the reconciliation process once he is back.

Boulder Aeromodelers Website Update

The team discussed the new website for the Boulder Aeromodelers, which has been active since January 1st. Al reported that they've had about six visitors a day, mostly from local areas but also from out-of-state locations like Houston, New York, and Phoenix. The website has not been officially announced, but it has attracted some traffic. Al also mentioned that he has installed a stats program to monitor the site's activity. The team also discussed security measures, such as encrypting email addresses on the page to prevent bots from scanning them. Al plans to send an email to members once the meeting minutes are published on the new site. Mike expressed his appreciation for Al's work on the new website.

Boat Ownership Transfer and Documentation

Ken discussed the process of transferring ownership of the boat to the club, including the need for a bill of sale and the requirement to keep the document in the club's records. Mike suggested transferring money to Ken for the boat, but Ken clarified that he never paid for it. The group also discussed the need to keep a copy of the bill of sale in a secure location, such as the treasurer's box or the secretary's box. Al suggested scanning the document and uploading it to the club's online file for preservation. The group also discussed the need to transfer ownership of a trailer to the club, with Ken suggesting that the treasurer or secretary sign the paperwork as the club's representative. Bob suggested gifting the boat, but Ken clarified that both the seller and buyer names must be on the title.

Club Registration and Bank Account Transfer

In the meeting, Ken and Mike discussed the process of registering the club with the AMA and transferring the bank account. They decided that Mike would take a key to the post office box and handle the registration process. Ken also mentioned that he had updated the AMA site with the new officers and that Bob could access the site as an officer. The team also discussed the loss of transaction history and payee information due to a system change at the bank, but confirmed that they could still access statements and that Ken and Mike are now official signatories to the bank account.

Cloud-Based Repository for HOA Documents

Ken proposed the idea of having a cloud-based repository that all officers could access, read-only, to store important documents. Mike suggested asking James if he could set up such accounts, with Ken's being read-write and others read-only. Al agreed to look into this and also consider a cloud structure, as it's common for HOAs. The team decided to discuss this further with James and explore options for both a cloud-based solution and a site on James's server.

Sign Replacement and City Meeting

The team discussed the need to replace the yellowed plexiglass sign at the front of their building, with Ken suggesting the use of a more durable material like Lexan. Ed was tasked with finding out the cost of the new sign. The team also discussed their annual meeting with the city, which Regina had requested to be part of their city agreement. Ken mentioned that Regina had sent a tentative agenda for the meeting, which included items such as the Eurasian water milfoil, aircraft logging, and

renewing the license agreement. The team agreed to meet on the 28th at 10 AM at the city's office to discuss these matters further.

Club Tasks and Membership Policy

In the meeting, Ken initiated a discussion about creating a list of tasks the club should undertake annually. Mike suggested adding 'crack seal' and 'resurfacing' to the list, which Ken agreed to. Ken also proposed adding 'audit' to the list, with Mike and Murray volunteering to participate. Al suggested formalizing the club's policy on membership fees, proposing that members joining in the last quarter of the year pay for the next year in their entirety and receive the last two months of the year as a bonus. The team agreed to this proposal and Mike was tasked with updating the membership form to reflect this new policy.

Website Updates and Float Flyers

In the meeting, Mike, Al, Ken, and others discussed updates to the club's website and database. They agreed to remove deceased members from the database and update the Friday and Float Flyers groups. Al will handle these updates and communicate with Bill for implementation. They also discussed the need for a new Float Flight Coordinator, with Ken agreeing to connect Al with Ian for this role. The team also briefly discussed the AI companion and the importance of not exceeding the meeting time limit to avoid account issues.