



The quarterly meeting of the 2021 Board of Directors was called to order by President Pete Crump at 5:02 p.m. ET on Thursday, 23 September 2021 as an all-virtual meeting due to the restrictions of the Coronavirus.

Roll Call

Board Officers	
Pete Crump, President	P
Bruce Einfalt, Vice President	P
Tim Morey, Secretary	P
Mark Phillips, Treasurer	P
Elected Directors	
Mark Brown, Ways and Means Committee Chair	P
Darryl Johnson	U
Bill Keegan, Senior Advisory Board	P
Brian Moore, Corp Development Committee Chair	P
Peter Nikoloff	P
Erwin Sabile, Communications Committee Chair	P
Steve Woffinden, Events Committee Chair	P
Appointed Directors	
Joe Bullington	P
Catherine O'Carroll	P
John Rafferty	P

P – Phone in

A – Attend in person

U – Unable to attend

Board Advisors

James Wells, DHS

Terry Murphy, DHS

Regional Vice Presidents

Terry McKearney, VP West Region

Chapter Presidents

Wendy Peterson, Antelope Valley Chapter

ELK Management Group

Eileen Redd, Lena Moran, Kathi Swagerty



1.0 OPENING REMARKS

- 1.1 President Pete Crump established that a quorum was present and thanked everyone for taking time to participate in the meeting.
- 1.2 Provided update to the Government Advisors:
 - 1.2.1 Jamie Wells, DHS has finished his term on the Board and has provided a replacement, Terry Murphy of DHS.
 - 1.2.2 Pete Crump asked the Board to forward any recommendations for other potential Advisors within the T&E community. He will contact FAA for a replacement.
- 1.3 President Pete Crump explained the challenge with managing ITEA's financials stating that due to the change over from the ED to ELK Management personal information needed to be supplied for banking and other financial matters. ELK Management will have a new way forward at the December board meeting to avoid having any volunteer's information required.
- 1.4 Bylaws Update by Secretary Tim Morey
 - 1.4.1 Bylaw revisions were discussed, and the Board agreed to decouple the seating of the Board Members and the annual symposium. Tim Morey and his team (Cathy O'Carroll and ELK Management) will take the comments and provide a new version for a virtual vote within two weeks. According to ITEA policy, the new version will be provided to the membership for review and then the Bylaws will be adopted at the December Board Meeting.
- 1.5 Review of the Agenda –Pete Crump then asked the Board if there were any comments regarding the agenda. Without objection the agenda was accepted.

2.0 APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES

- 2.1 A motion was made by Director Joe Bullington to approve and accept the minutes. The motion was seconded by Director John Rafferty. With no further discussion, the motion passed unanimously.

3.0 REVIEW OF CURRENT ACTION ITEMS

- 3.1 The Current Action Items were reviewed, and modifications were reflected in the Action Item list.

4.0 TREASURERS REPORT

- 4.1 The Treasurer's Financial Report was provided and discussed.
- 4.2 A request was made for a report to have a snapshot of historical data. ELK Management to provide.

5.0 AWARDS COMMITTEE

- 5.1 No report provided.

6.0 CHAPTER & INDIVIDUAL MEMBERSHIP

- 6.1 Report provided.
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7.0 COMMUNICATIONS COMMITTEE

7.1 Report provided. Director and Chair, Erwin Sabile shared a snapshot of our social media platforms and the increase in viewership. Thanked leadership for following ITEA and continuing to “Like” and “Share” a post. Survey of posts shows the most interest is generated from Journal articles and will continue to post content.

8.0 CORPORATE DEVELOPMENT COMMITTEE

8.1 Report provided.

9.0 ELECTIONS COMMITTEE

6.1 Report provided. Letters will be sent to newly appointed members, Mal Tutty and Steve Seiden as well as to the newly elected, Cathy O’Carroll, Joe Bullington, and re-elected director, Tim Morey.

10.0 EVENTS COMMITTEE REPORT

10.1 Report provided. Director and Chair, Erwin Sabile presented the theme for the 2022 Annual Symposium as, *Forging the 21st Century T&E Tools in an Era of Great Power Competition* in Virginia Beach, Virginia in the fall. Directors, John Rafferty and Joe Bullington indicated they had contacts within SpaceX and Virgin Galactica and would speak with Erwin Sabile off-line.

11.0 PROFESSIONAL DEVELOPMENT COMMITTEE

11.1 Report provided. Leadership was encouraged to take the CTEP exam.

12.0 PUBLICATIONS COMMITTEE REPORT

12.1 No report provided.

13.0 WAYS AND MEANS REPORT

13.1 Mark Brown updated the Board on the action regarding existing funds in the Merrill Lynch account for Chapter disbursement. The subcommittee will meet in October to bring forward recommendations.

13.2 Some Chapters have bank accounts that are being drained with fees and not used, no Treasurer to monitor the status of the accounts, and/or no money in accounts. Other Chapters use their accounts to provide local chapter scholarships. Recommendation was made to investigate how to move forward with Chapters wanting to continue to hold accounts and those that would want ITEA Executive Office to manage their account from their established account. Action was noted.

14.0 ELK MANAGEMENT REPORT

14.1 Submitted 5 Education Course proposals to Pt Hueneme.
Expanding Educational offerings for 2022.
Entered into a contract with MemberClicks for a new user friendly database for our members that includes a website facelift.

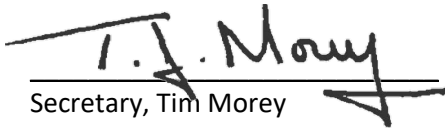
15.0 NEW BUSINESS



15.1 The date of Thursday, 19 December at 5:00 PM EST was agreed on as the next Board Meeting. Members were asked to mark their calendars.

16.0 ADJOURNMENT

16.1 There being no more business to be brought before the Board, a motion was made by Director Brian Moore and seconded by Director Mark Brown to adjourn the meeting. The motion was approved unanimously. The Board Meeting was adjourned by President Pete Crump at 6:35 p.m. EDT.


Secretary, Tim Morey

March 15, 2022

Approved
