

Dudley Observatory Board of Trustees
Semiannual Board Meeting
June 28, 2004
Schenectady Museum
Schenectady, New York 12308

Present: Trustees Carroll, Comly L., Comly J., D'Andrea, Fladger, French A., French S., Roberge, Schwab, Wait, Wulff , and Deputy Director Wise

1. The minutes of the meeting of 28 Jan 2004 were read and approved
2. The report of the Executive Director was distributed. Board members were requested to write any comments on the report that they feel are appropriate. Those comments will be included in a final version of the minutes. In response to a recommendation in the Executive Director's Report, Schwab and Wise will look into the feasibility of changing the lock on the office door.

Motion: the Board thanks M. Colleen Gino for her excellent performance as Executive Director, and particularly for her outstanding performance in promoting the public profile of the Dudley Observatory. Seconded and passed unanimously.

3. Roberge reported on behalf of the Executive Committee. The President has appointed Janie Schwab as Interim Executive Director, and the executive committee recommends that a search process for executive director should begin. The President will make a habit of meeting regularly with the executive director and staff.

Motion: the Long Range Planning Committee will examine the job description for Executive Director used in the previous hiring process and compare it with the Executive Director's report to see if they are consistent and to recommend any changes in the job description and in the method of a new search process. The Long Range Planning Committee will also examine other options for the future of the Dudley Observatory. Seconded and passed unanimously.

4. Roberge reported on behalf of the Research Grants Committee. The Fullam Award Committee received seven applications, and chose as the winner John Blakeslee of Johns Hopkins University for this work on Determining the Mass of Clusters of Galaxies by Gravitational Lensing. The Long Range Planning Committee will prepare a report on the restructuring of awards for the January 2005 Board meeting.
5. Fladger reported on behalf of the Library, Archives and History Committee. Issues of security, possible digitization or microfilming of the archives, and use of the library were discussed. Fladger, Schwab and Wise will meet with Susan D'Entremont of CDLC to discuss archive and library issues. Schwab and Wise will look into the purchase of a motion sensor and/or "water alert" for security of

the archives. Schwab and Wise will look into hiring an expert to assess the value of the Dudley artifacts.

6. Schwab reported for the Education and Grants Committee. In 2004 the Dudley Observatory sponsored one astronomy camper, one space camper, and ten new Rising Stars. Money was moved from the second space campership to telescope purchase to permit the increase in the number of Rising Stars. In discussion, Roberge volunteered to explore possibilities of funding of Dudley educational efforts through the RPI Origins of Life project.

Motion: The Education Grants Committee has permission to donate one or more telescopes to a teacher, provided the telescope donor approves. Seconded and approved unanimously.

7. Carroll reported for the Long Range Planning Committee. He distributed and reviewed the report for the committee. Approval of the report was moved and passed unanimously.
8. Comly reported for the finance committee. He noted that the past year's financial results were on budget, and reviewed a proposed budget for 2005 and a proposal to shift endowment assets into the Common Fund

Motion: The FY 2004-2005 budget proposed by the Finance Committee is approved. Seconded and passed unanimously.

Motion: The Treasurer will shift assets into the Common Fund as recommended in the Finance Committee report. Seconded and approved unanimously.

Motion: The Executive Director will prepare a resolution from the Board to Hardin Optical thanking them for the generous donation of telescopes to the Rising Star program. Seconded and approved unanimously.

9. Wait reported for the Nominating Committee

Motion: That Ralph Alpher, Tom Carroll, Bob Fleischer and Ellen Fladger be re-elected to terms as Trustees of the Dudley Observatory. Seconded and approved unanimously.

Motion: That George Wise be appointed Interim Secretary of the Dudley Observatory. Seconded and approved unanimously.

10. Old Business: none

11. New Business:

Motion: That the Executive Committee be empowered to determine a salary structure and make salary arrangements for the Fiscal Year 2004 and 2005. Seconded and approved unanimously.

The meeting was adjourned at 9:00