

Dudley Board Meeting Minutes
July 16, 2007

Members present: Harvey Patashnick, Alan French, Jim Comly, Lucy Comly, Mary Crone Odekon, Sam Wait, Dan Wulff, Janie Schwab, Ellen Fladger, Heidi Newberg, Jean Sheviak, Ray Bogucki and Libby Post, president of Communication Services .

Old Business

The meeting was called to order at 7 PM. The minutes of April 16, 2007, were, with the exception of one possible name spelling correction, moved (Sam Wait), seconded (Jim Comly) and accepted unanimously.

Janie Schwab, Executive Director, reviewed plans for the November 16 gala at the Albany Institute for History and Art. Michael Oatman, photographer, will stage a recreation of the Madison painting done for the occasion of the founding of Dudley. List of people for invitations are needed from all Board members. Dava Sobel, author, will be an honorary chair and will give a lecture at Union College. Ellen Fladger will check on the lecture hall availability.

Ellen Fladger, Library Committee, reported that the committee has held regular meetings and is working on a plan to have a consultant review the catalogued journals and observatory publications for possible duplication at other institutions.

Alan French, Education Committee, reported that eleven Rising Star applications were reviewed and nine were accepted. Mailings had been sent to the school Principals, the Science Teachers Association of NYS, and science teachers. Harvey suggested personal contact is needed. Alan will participate at the Eastern Region Science Fair in April and will advertise. Harvey also suggested that information be collected on the status of prior recipients; their successes could be useful material for grant applications.

Libby Post, president of Communication Services, serves as a consultant to not-for-profit organizations, guiding their marketing and public relations and creating events as starting points for future fund raising. Libby reported that she has met several times with the gala committee. She has sent a detailed checklist for the event to Janie. Letters for contributions to the silent auction and for sponsorship have been written. Libby reviewed the Board responsibilities which include: (1) providing names of people to invite to the gala and selling tickets; (2) reviewing the invitation list and following up after invitations are mailed; (3) helping with corporate sponsorship. Libby noted that the role of Boards is to: (1) set policy; (2) provide funding for the policy; (3) be an ambassador (sell tickets); (4) replace yourself. Expect 30% success rate in funding; people give to people. The gala venue is fun, the auction, photo and proclamation are good.

Harvey Patashnick, President, reported that the two MOUs for the University at Albany will be combined into one by UA. Messitt received the MOU in December which had been previously reviewed by our attorney. He expects only minor changes and would like to submit both to the UA legal staff but would like an indication that the Dudley Board is in support. An earlier issue with the available library space has been improved. The new space is still in the basement area and has restricted access. There are and no water issues but there are no climate controls. The overall issue appears to be the office space available which is about 350 to 400 square feet, divided between two rooms on the third floor of the Earth Sciences building. The space is small

for Dudley's needs. The archives, needing 150 square feet, may have to be stored along with the library books. The library has rolling shelves and the space is larger than the 1600 linear feet requested; Messitt seems flexible about the space available to us. We will have the ability, by signing up, to use lecture rooms, the conference room, and class rooms at no charge; these are all available most evenings. Janie will provide a room layout to see which of the artifacts can be accommodated. The requested \$4000 contribution to the library will come from the \$30,000 allocated in the MOU; Messitt approved this plan.

Harvey noted that the Board needs to take action on this MOU. Our role is in science and teacher education and we need to determine how best to accomplish these goals. Affiliation with UA provides (1) instant recognition; (2) improved fund raising possibilities, especially from NYS; (3) an accounting infrastructure (with an overhead rate of 50% of direct costs such as salary and supplies but not capital equipment); (4) visibility for Dudley through public open nights on the telescope; (5) a jump start for astronomy students – there has been mention of more astrophysics courses; (6) providing a permanent scholarship instead of rent; and (7) the possibility of a named observatory and telescope. Locating at UA can begin to rejuvenate the organization. Our presence there enables us to ask for donations. The agreement is for 10 years. Another committee decides on the naming of the telescope but it would be in perpetuity. This move would not prevent us from being part of the Schenectady Museum's new Tech Valley Science Center. Parking would be handled as it is for staff except it is free after 7 PM in the Visitor's Area.

Mary Odekon noted that it is easy to do history projects at the current location and to involve the Rising Stars; the UA the materials would be much less accessible, less conducive to history. The affiliation does, however, does offer the opportunity for the use of the telescope by students and joint proposal efforts.

Harvey noted that the library team will visit the UA, that space is still an issue and that he will need a sense of the Dudley board that they favor the UA MOU.

The status of the Schenectady Museum Science Center proposal was discussed. They have not responded to our two letters but did provide a presentation at the prior Board meeting. Harvey, Jim and Lucy have been interviewed by Charles Bentz, the Museum's fund raiser. He implied that he would get us a position on their board but no word has been received.

Jim Comly, Treasurer, reviewed the budget for 2006-2007 operating funds; the use of \$104,398 from the endowment was unanimously accepted. The motion to honor individuals named on restricted funds by naming collections after them was unanimously passed. The library is already named the Raymond library; Dudley's photographs will become the Weil Photographic Collection and the Elkind Fund will become the Digital Archive and Digitization Program. The motion to remove restrictions on the board-restricted funds and merge them with the unrestricted endowment was passed unanimously. The use of \$122,655 of endowment funds for operating funds from July 1, 2007, through June 30, 2008, was unanimously approved. The Board also unanimously approved the motion allowing the President, Executive Director and Treasurer to make financial and investment transactions for the Dudley Observatory.

There was no new business. The meeting was adjourned after 9:00 PM. The next Board meeting is scheduled for October 15, 2007.

Respectfully submitted,
Lucy T. Comly, Executive Secretary