

Dudley Observatory Board of Trustees
Minutes of the Meeting on
September 16, 2009

Members present: Vincent Amodeo (President), Janie Schwab, Erin Breslin, Alan French, Doug Klein, Mike Kornstein, Vincent Maine (by phone), Heidi Newberg (by phone), Jean Sheviak, Cherrice Traver, Joan Wagner, Sam Wait, Bob Ward, Daniel Wulff

Members absent: Francis Wilkin

Alan French called the meeting to order at 7:05 p.m.

Approval of Minutes

The board approved the minutes of the meeting on July 15, 2009.

Report of the Executive Director

Janie Schwab provided a written report which focused on the work students provided to Dudley over the summer. Schenectady County provided two students for 20 hours per week. Five Bethlehem Central High school students fulfilled their Participation in Government requirements, and three other students did volunteer work. They assisted in digitizing about 500 documents for the digitization project, transcribed oral history interviews, and organized and edited photos used on the internet. Janie also reported on donations received for the membership campaign and Milky Way @ Home.

Education Committee

Alan French distributed a written report including a job description for an educator position. There was a discussion about how this position could fit into the budget, and that the position should not be for a grant writer but for an educator. The goal is to hire a full-time person but would consider part-time for the right individual.

A separate Curriculum Committee report was prepared and provided by Joan Wagner reporting on plans for a workshop to be called *Starry, Starry Night*.

By-Laws Committee

Mike Kornstein indicated that he had not had the opportunity to review the bylaws yet but hoped to have a report to the Board at the next meeting.

Report of the Site ad-hoc Committee

Bob Ward submitted a written report and stated the committee met on September 14th with a first goal to establish recommended criteria for a board decision on a permanent home for Dudley. The initial discussion focused on the amount of space required and issues relating to location. The committee will continue meeting.

Report of the Collections & History Committee

Discussion included getting collections to fit our mission. The board will look at policy

guidelines for de-accession. There was discussion that if items were sold the proceeds should be used to maintain the remaining items.

Report of the Nominating and Board Development Committee

Bob Ward nominated Mark Marchand, director of communications for the Rockefeller Institute of Government and a member of the Albany Area Amateur Astronomers as a new board member. Upon motion duly made, the Board voted to extend an offer to him to join the board. It was again reported that Jim Comly had recommended Dick Westergard as a potential board member and the committee will follow up with that recommendation.

Executive and Long Range Planning Committee

A motion was duly made and approved to terminate Dudley's 401(k) if required. Janie offered Board members the opportunity to attend a seminar on October 20th advertised as "An effective Board of Directors".

Finance & Physical Plant Committee

The auditor's report was viewed. There was discussion about the proposed budget and deficit spending. The Board considered whether we could budget for an educator without a source of funding and there was further discussion about approving a budget without the educator position and possibly adding it later. A motion was made by Alan French to so approve the budget, seconded by Sam Wait. The motion was approved by voice vote.

Report of the Membership & Donor Development Committee

Doug Klein submitted meeting notes from the committee meeting of June 16, 2009 which focused on recruiting sponsors and major donors. He encouraged the Board to think about new members and that Board members should endeavor to solicit new members.

Unfinished Business

None

New Business

None

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Michael A. Kornstein, Dudley Board Secretary