



Board of Directors Meeting
Thursday, May 18, 2017 – 7:00 PM
Join the Meeting: <https://join.me/MidAtlanticRobotics>
Or Call: 1.646.307.1990 | Access Code: 660-816-643

1.0	Call to Order	7:00
	Roll Call / Determination of Quorum	Carol Perrotto
	Approval of Previous Meeting Minutes	Carol Perrotto
2.0	Financial Report	7:05
	Update on Financial Position	Joe Giardina
	Update on Development Opportunities	Jim Carr / Gene O'Brien
3.0	Business Items	7:15
	Nominating Committee – Endorsed Candidates	Bill Garfield
	<i>Call for Additional Candidates</i>	
	Audit Status	Joe Giardina
	Standard Contracts for Support Contractors	Joe Giardina
	Virtual Mailing Address	Joe Giardina
	2017-2018 Budget Proposal	Joe Giardina
	Bylaws Update	Carol Perrotto
	FIRST Senior Mentor to SE Pennsylvania	Joe Troy
	Annual Meeting	Brian Sherman
	<i>Location & Structure</i>	
	<i>Nomination of 2017-2018 Executive Committee</i>	
	2018 District Event Schedule	Brian Sherman
	<i>Motion: Approve District Schedule</i>	
4.0	Summer Tasks & Assignments	7:55
	Strategic Plan	Trey Entwistle
	<i>The Strategic Plan needs to be facilitated over the summer including a full BOD retreat</i>	
	Regional Competition Agreement (RCA) with FIRST	Brian Sherman
	Corporate Policies	Brian Sherman
	<i>Gift Policy</i>	Joe Giardina
	<i>Political / Lobbying Policy</i>	Bill Garfield
	<i>Document Retention Policy</i>	Carol Perrotto
	<i>Whistleblower Policy</i>	Priscilla Zawislak
	<i>Corporate Document Policy & Nomenclature</i>	Brian Sherman
	<i>Equipment / Off Season Policy</i>	Brian Sherman / Joe Troy
	<i>Communication / Social Media Policy</i>	Rich Gerdes
	<i>Grants Internal and External Policy</i>	Randy Gutentag
	<i>Local Kickoff Policy</i>	Outreach Committee
	<i>Additional Existing Policy Review</i>	
	PA Act 153 Revisions	Joe Troy / Ali Marinari
	Membership Committee	Kevin Dieterle

5.0 Committee Reports 8:15

Action Items from Committee Reports - TBD
Questions of Committee Reports

6.0 Final Discussion & Commentary 8:25

Comments from Attending Membership
There are no planned Executive Committee Meetings at this time.
The Annual Meeting is June 17, 2017, time TBD at West Windsor-Plainsboro HS North

7.0 Targeted Adjournment to Closed Session of Board 8:30

Thanks! Have a great night and remember, it's a game for high school students 😊

Draft 2.0 – 5/18/17

Mid-Atlantic Robotics, a NJ Non-Profit Corporation

Nominating Committee Report May 18, 2017

Purpose – The objective of the Nominating Committee is to endorse a slate of candidates for the Board of Directors election. For the 2017 election, four candidates are required to replace outgoing board members.

Members – The following individuals served as members of the Nominating Committee for the 2017 election:

Bill Garfield (Chair)
James Hobin

Julia Nuesch
Carol Perrotto

Recent Activities –

1. On May 8, 2017 a call for candidates was sent out to the MAR membership by e-mail. The committee received 7 responses from highly qualified individuals indicating an interest in a position on the MAR Board of Directors.

2. The committee reviewed responses during the period of May 12 – 15 and met by telephone conference on the evening of May 15, 2017.

3. During the telephone conference, the following candidates (listed in alphabetical order) were selected and are endorsed by the Nominating Committee for board membership:

Steve Compton
Paul Kloberg
Ali Marinari
Gene R. O'Brien, PE

4. All individuals who submitted an expression of interest were advised of the committee's recommendation on Wednesday, May 17, 2017.

5. Consistent with the practice of prior years, the endorsed candidates were asked to prepare a brief bio that will be included with election ballot materials. The Nominating Committee will prepare a summary of its rationale with regard to candidate endorsement which will also be included in ballot materials.

6. Thank you to Jim, Julia, and Carol for their support of this committee.

Respectfully submitted,

Bill Garfield
Nominating Committee Chair



Mid-Atlantic Robotics, a NJ Non-Profit Corporation
d/b/a *FIRST* MID-ATLANTIC

Development Committee Report
for May 18, 2017 Board Meeting

Goals & Purpose of Committee

PURPOSE (per 6/28/11 Resolution): "Identify and solicit donations from individuals and entities, the latter including businesses, foundations, other charitable organizations, and any other potential donor; and identify and solicit in-kind support from potential donors to further the Purpose of the Corporation"

GOALS for FY 2016-17:

- Achieve Budget Line 1100 cumulative amount of \$370,000
- Expand number of Event Sponsors (minimum donation of \$25K)
- Implement measures to engage MAR members and event attendees for personal donations
- Expand the base of business donors

Old Business

- The donation kiosks at the 2017 events were well received, culminating with considerable success at the District Championship. Cumulative donations exceeded slightly the objective of \$7K. The student volunteers were extremely supportive.
- For the Direct Marketing test campaign to expand our corporate donor base, we have paid \$260 for a list of 1,000 confirmed names and addresses – designated by SIC codes. The content for the mailings was decided during the Committee's April meeting. An invoice for \$863 needs to be paid for the fulfillment work after which the campaign will be rolled out.
- Efforts continue to provide our J & J liaison the requisite information by which to substantiate a generous donation for this fiscal year.

New Business None to report

Proposed Motions

No action is being proposed for this meeting. However, there is still time for those Directors, who have yet to make a donation this year, to do so by going to the DONATE selection on the website.

Next Committee Meeting

None planned for remainder of FY2017, although the Chair and Development Director will continue to meet as needed.

Respectfully Submitted,

Gene R. O'Brien, PE, Chairman



Mid-Atlantic Robotics, A NJ Non-Profit Corporation

Venue Selection Committee Report May 18, 2017

Challenges with 2018 Schedule

Easter is during week 5 and we do not have any venues available that week. FIRST also does not want us moving from week 6 district champs. We were able to make all events fit into the first (4) weeks. All 2017 venues are returning for 2018. The committee does not see the need to expand to 8 events for 2018 as there has not been team growth.

Proposed 2018 FIRST Mid-Atlantic District Event Schedule

Week	Dates	Venue	Location
1	March 2-4	Hatboro-Horsham	Horsham, PA
2	March 9-11	Mount Olive Westtown	Flanders, NJ West Chester, PA
3	March 16-18	Springside-Chestnut Hill Academy Bridgewater-Raritan	Philadelphia, PA Bridgewater, NJ
4	March 23-25	Seneca Montgomery	Tabernacle, NJ Skillman, NJ
5		EASTER – NO EVENTS	
6	April 4-7	Mid-Atlantic District Championship Stabler Arena – Lehigh University	Bethlehem, PA

Proposed Motions

Approve schedule as shown above.

Respectfully Submitted,
Brian Sherman
5/16/17 – Rev 0

GRANTS COMMITTEE 5/18/17

Grants awarded for 2017 Season

▶ 9 To attend District Champs	\$22,500
▶ 7 To attend World Champs	<u>\$15,000</u>
MAR AWARDS	\$37,500

More details will be available at the annual board meeting in June.

Grant Committee

- Teams receiving grant for District Championship
 - 316 LuNaTeCs
 - 1391 The Metal Mouse
 - 5420 Velocity
 - 4285 Camo-Bots
 - 1370 Thermogenesis
 - 4750 Bert
 - 2600 Team Falcon
 - 5401 Fightin Robotic Owls
 - 6226 Blue Devils

Grant Committee

- Teams receiving grant for World Championship
 - 1391 The Metal Moose
 - 3142 Aperture
 - 1807 Redbird Robotics
 - 3929 Atomic Dragons
 - 4750 Bert
 - 747 Flight Crew
 - 3974 $E=mc^2$



Mid-Atlantic Robotics, A NJ Non-Profit Corporation

Equipment Committee Report May 18, 2017

Goals & Purpose of Committee

The equipment committee's purpose is to oversee MAR's equipment and tangible assets. It also works with FIRST HQ to prepare for each year's game. The equipment committee is the primary point of contact for all MAR-sponsored off-season competitions.

Old Business

The update to the Equipment Use Policy is on hold. We will look at this later this summer.

New Business

Off-Season Schedule includes:

- Midnight Mayhem – 6/17
- Girl Power – 9/16
- HAVOC – 9/30
- Duel on the Delaware – 10/21
- Ramp Riot – 11/4
- Brunswick Eruption – 11/11

Both fields are currently at Hatboro-Horsham HS to be cleaned, prepared, and organized for the off season.

Proposed Motions

None

Next Committee Meeting

None; Meet and discuss as needed; Organize, clean, and repair field equipment over the summer

Respectfully Submitted,
Brian Sherman
Equipment Committee Chair
5/15/17 – Rev 0



Mid-Atlantic Robotics, A NJ Non-Profit Corporation

Information Technology Committee Report

May 18, 2017

Goals & Purpose of Committee

- Maintenance of IT infrastructure for Mid-Atlantic Robotics.
- Preparation of IT requirements for the 2017 Season.

Old Business

- IT resources at season events, went well.
- GMS was used at most events without any problems.
- CSA and Volunteer laptops, worked without any known issues.
- Social media engagement at events was successful. See report in Outreach Committee.

New Business

- Preparation for redesign of the organization website based on MAR community survey feedback.

Proposed Motions

None

Next Committee Meeting

Week of 5/29 or 6/5.

Respectfully Submitted,
Rich Gerdes
IT Committee Chair
May 15, 2017 – Rev 0



Mid-Atlantic Robotics, A NJ Non-Profit Corporation

Volunteer Committee Report May 18, 2017

Goals & Purpose of Committee

Purpose: responsible for all interactions with volunteers within the region and is the primary contact with *FIRST's* FRC Volunteer Resources Coordinator.

Goal: Ensure volunteers are trained and events have the appropriate volunteers to ensure successful events

Old Business

New Business

544 individual volunteers in 2017

835 volunteers across 8 events

38 volunteers did 4 or more events

Proposed Motions

Next Committee Meeting

TBD

Respectfully Submitted,
Ali Marinari
Volunteer Committee Chair
5/15/2017 – Rev 0



Mid-Atlantic Robotics, A NJ Non-Profit Corporation

Outreach Committee Report November 29, 2016

Goals & Purpose of Committee

Work with current and potential members, mentors, & volunteers to make FIRST Mid-Atlantic a hospitable organization while keeping the end customer, the students', needs as a top priority.

Old Business

- Social Media throughout the season went well. Will be looking to improve for next year.

New Business

- Going to Storm's Compass event to talk to seniors about what life after being a student and continuing their involvement in FIRST if they wish
- Started drafting the post season survey, would love other committees to submit questions
 - Planning on using this as a starting point on how we can improve if at all
- Work on Lapel pins over the summer and order them before December
- Finish new Brochure about us to give out to people at our events and for teams to download and use
- Work with Michelle from FIRST HQ to work on Alumni relations in MAR
- Possibly make a survey targeting Seniors and recent alumni from our area.
- Reach out to local colleges to garner support and ensure schools are aware we can be a volunteer opportunity for students.

Proposed Motions

Next Committee Meeting

Sometime early June

Respectfully Submitted,
Nikki Stout
Outreach Committee Chair
5/16/17 – Rev 0