

MINUTES OF THE  
OUT-GOING COUNCIL MEETING  
(June 10, 2001)

Subject to the approval of the ION Council the following minutes are submitted. The Council Meeting was called to order on June 10, 2001 at the Crowne Plaza Pyramid Hotel in Albuquerque, New Mexico at 1pm. Those present were:

**VOTING COUNCIL MEMBERS:**

<u>Name</u>	<u>Out-Going Office Held</u>	<u>In-Coming Office Held</u>
Karen Van Dyke	President	Immed. Past Pres./Nominating Chair/ New Initiatives Chair
Ron Hatch	Executive VP/ Strategic Planning Chair	President
Larry Hothem	Treasurer	Treasurer
Dr. A.J. Van Dierendonck	Western VP & Fellow Selection Chair	Western VP
Marvin May	Eastern Council M-at-L & Philadelphia Section Chair	Philadelphia Section Chair
Dr. Trent Skidmore	Central Council M-at-L	
Dr. Clark Cohen	Western Council M-at-L	
Dr. Larry Young	Space Representative	Space Representative
Dr. Chris Bartone	Air Representative	
Tim Murphy	Air Representative	
Robert French	Land Representative	Land Representative
Dr. Mike Braasch	Finance Chair	Finance Chair
Dr. Duncan Cox	Membership Chair	Membership Chair
Dr. Chris Hegarty	Publications Chair	Publications Chair
Ken Holland	Meetings Chair	Meetings Chair
Ron Braff	Awards Chair	Awards Chair
Robert Mitchell	Bylaws Chair	Bylaws Chair
Len Jacobson	Sections Chair	Sections Chair
Prof. Gerard Lachapelle	Alberta Section Chair	Alberta Section Chair
Lt. Col. Mike Miller	Dayton Section Chair	Dayton Section Chair/Space Rep.
Walter Schoppe	San Diego Section Chair	San Diego Section Chair
Clyde Edgar	Southern CA Section Chair	Southern CA Section Chair
Dr. Penny Axelrad	Satellite Division Chair	Satellite Division Chair
Jim Doherty	DC Section Chair	DC Section Chair
Dr. Richard Greenspan	Past President	Past President
Dr. Frank van Graas	Past President	Past President
Stan Lewantowicz	Past President	Past President
Len Sugerman	Past President	Past President
Phil Ward	Past President & 2001 Congressional Fellow	Past President 2001 Congressional Fellow
Dr. Rudy Kalafus		Executive VP/ Strategic Plan Chair
Dr. Sam Pullen		Western Council M-at-L

**NON-VOTING MEMBERS:**

<u>Name</u>	<u>Position Held</u>	<u>Position Held</u>
Dr. Jim Farrell	IMU Interface Standard Chair	IMU Interface Standard Chair
Carl Andren	Technical Director	Technical Director
Lisa Beaty	Director of Operations	Director of Operations

It was determined that a quorum was achieved. Those present were advised that only out-going council members, consisting of out-going elected officers, standing committee chairs, section chairs and past presidents, should vote during the out-going council meeting and visa versa for the in-coming council meeting.

## AGENDA

See Attached File: [agenda.pdf](#)

Approval January 2001 Council Meeting Minutes: Per Enge

**Motion:** **Approve the January 2001 Council Meeting Minutes as submitted.** Motion made by Len Sugerman, seconded by Richard Greenspan and passed by Council.

President's Report: K. Van Dyke

See Attached File: [president\\_report.pdf](#)

“The past year has been an exciting time for navigation and, in particular, for GNSS with GPS modernization underway, the GPS III requirements development program ongoing, and a European proposal for the Galileo constellation. I am happy to report that ION conferences continue to be the key forum to report on these activities and overall the ION and its programs are doing very well.

“Our first year with the ION Congressional Fellow program has been extremely successful and Phil Ward has had a rewarding experience supporting Senator Inhofe that he will elaborate on in his report. I think he has represented the ION well and the Congressional Fellow for next year will be selected on Tuesday.

“During this past year we initiated the ION Conference Committee, which is chaired by the Executive VP and includes the ION technical area representatives as its members in order to assist in identifying future session topics and programs. Additionally, it is important to attract new participants to the role of session chair/co-chair. The first opportunity to actually apply this effort was for the ION GPS 2001 and you will notice there are many new session chairs and more abstracts than ever were submitted (close to 500). There is still some work to be done in order to have the role of the ION Conference Committee better integrated into the process of putting together a conference.

“The ION Conference Committee also is part of our effort to increase participation from Council Members and assign defined roles and responsibilities. The ION National Office has worked to put together a document defining the roles and responsibilities of each Council Member. Hopefully this will be helpful to incoming members of the Council and to serve as a reminder to others.

“Through the Strategic Planning Committee, we have begun to focus on ION investments and identifying goals for special programs that could rely on investments, which are above what we need for the Reserve Fund, and I would like to thank Mike Braasch, the ION Finance Chair, for his efforts to this area. The Strategic Planning Committee also has taken on the task of trying to identify new co-sponsors for our meetings in an effort to achieve regional balance for our meeting locations.

“The National Office continues to serve our membership well by providing support to the Sections and to the Committee and Program Chairs which has helped increase the number of volunteers and their willingness to support ION programs. I had the opportunity to visit the National Office several times during the past year and have been impressed by the efficiency of its operations and how well-managed it is.

“The National Office also has increased the visibility of ION by participating in meetings such as RTCM, RTCA, and GNSS 2001. The web site has continued to improve and a major upgrade is about to come on line with many new membership services. We also hired Rick Buongiovanni to become a full-time member of the ION staff and he will be a great addition to support the ION's information technology needs.

“In closing, it has been a pleasure to serve as ION President for the past year and I would like to thank the Executive Committee and Council for their dedicated efforts. I also would like to offer special thanks to the ION National Office and, in particular to Lisa and Carl for all of their support they have given me.

“I have enjoyed working with Ron Hatch as our Executive VP and head of the Strategic Planning Committee and ION will be well-served with him as President for the next year.”

Karen also brought to attention the fact that she and the National Office had compiled a listing of Council position descriptions that she hoped would assist future officers in fulfilling their duties on Council. She also commented that the number of people who had expressed interest in becoming involved in the ION's leadership impressed her.

See Attached File: [position\\_descriptions.pdf](#)

Karen received a round of applause in acknowledgement of her accomplishments on behalf of the Institute.

Executive VP & Strategic Planning Report: R. Hatch

See Attached File: [executive\\_vp\\_report.pdf](#)

Ron Hatch reported that his efforts this past year had centered on the activities of the Strategic Planning Committee that had investigated the need for more office space in the National Office; the co-sponsoring of meetings with other organizations; a cooperative review with the Finance Committee of the ION's investment philosophy and guidelines; and the action to update the existing Strategic Plan every even year.

Ron also reported that as Chair of the ION's Conference committee (members consisting of the respective General and Program chairs together with the Executive VP and each of the ION area representatives), he was charged with assisting the General and Program chairs with planning session topics and finding appropriate session chairs for the ION conferences. It was reported that because of the necessary lead-time, and some initial communication problems, the committee has gotten off to a slow start. However, the conference matrix was used by the respective program chairs this past year and each of the new program chairs are now aware of the committee and its charter for assisting them in their selection of topics and session chairs.

Ron acknowledged the excellence of the National Office's staff and the current president, Karen Van Dyke.

Eastern Region VP Report: S. Frodge

See Attached File: [eastern\\_vp\\_report.pdf](#)

Karen Van Dyke reported that she, and 60 others, had attended the DC Section's meeting at the Naval Observatory on May 30. She expressed satisfaction that the DC Section seemed to be back on its feet.

Central Region VP Report: J. Raquet

See Attached File: [central\\_vp\\_report.pdf](#)

Western Region VP Report: A.J. Van Dierendonck

See Attached File: [western\\_vp\\_report.pdf](#)

Sections Report: L. Jacobson

See Attached File: [sections\\_report.pdf](#)

Membership Committee Report: D. Cox

See Attached File: [membership\\_report.pdf](#)

It was reported that it was financially advantageous to the ION to increase membership. It is also clearly desirable to provide needed services to a broad base of professionals, in accordance with the ION's charter and stated goals. Accordingly, it has been generally agreed at past Council meetings that it is desirable to enhance services provided by the ION and to provide some services to members only, or at reduced rates to members.

It was reported that during the past year membership had increased slightly; the ION database had been modernized; database support and USPS distribution support had been provided to Sections; local membership issues were addressed in ION; ION proceedings had been offered on CD; and web-based services have been expanded and enhanced.

Dr. Cox suggested that during the next year some specific “membership” responsibilities/tasks should be carried out by the National Office. Carl Andren should identify these tasks, in consultation with the Membership Chair and the President.

**Action:** Carl Andren, in conjunction with the Membership Chair and President, identify specific actions or tasks for the National Office to carry out.

It was suggested that the ION consider billing individual memberships with the corporate membership renewals so that corporate members that support more subscriptions than those allocated under the corporate umbrella are able to renew everyone at one time.

ION Web Page Development: C. Andren

See Attached PowerPoint File: [website\\_status.pdf](#)

Nominating Committee Report/Election Results: P. Enge

See Attached File: [nominations\\_report.pdf](#)

Phil Ward, member of the Nominations Committee presented Per Enge’s report.

It was reported that this year’s Nominations Committee had been supported by Carl and consisted of the following members:

Eastern Region:	Dr. Richard Greenspan & Capt. Benjamin Peterson
Central Region:	Mr. Phil Ward, Dr. Zdzislaw (Stan) Lewantowicz & Dr. Frank van Graas
Western Region:	Dr. M. Elizabeth Cannon

The election results were as follows (note that no petitions for additional candidates were received):

President	Mr. Ronald R. Hatch, <i>Navcom Technology, Inc.</i>
Executive VP	Dr. Rudolph Kalafus, <i>Trimble Navigation, Ltd.</i>
Treasurer	Mr. Larry Hothem, <i>U.S. Geological Survey</i>
Eastern Region VP	Ms. Sally Frodge, <i>U.S. Department of Transportation</i>
Central Region VP	Maj. John Raquet, PhD., <i>AFIT/ENG</i>
Western Region VP	Dr. A.J. Van Dierendonck, <i>AJ Systems</i>
Eastern CMAL	Dr. Anthea Coster, <i>MIT Lincoln Laboratory</i>
Central CMAL	Dr. Lee Ott, <i>Omnistar, Inc.</i>
Western CMAL	Dr. Sam Pullen, <i>Stanford University</i>
Space Representative	Lt. Col. Mikel Miller, PhD., <i>Air Force Institute of Technology</i>
Air Representative	Mr. Ray Swider, <i>OASD C31 Space Systems</i>
Land Representative	Mr. Richard Barker, <i>John E. Chance &amp; Associates</i>
Marine Representative	Mr. Frank Mullen, <i>C.S. Draper Laboratory, Inc.</i>

It was reported that two issues emerged as the committee looked forward to future elections. Both require Council guidance.

First, there was only one qualified candidate for the office of Executive Vice President from the Central Region. Consequently, the committee could not employ the practice of rotating this position from region to region. Thus, the committee was simply asked to vote on all eligible candidates. To foresee the future for Central Region Presidents, it was reported that Carl Andren had been asked to analyze the likelihood of future candidates from the Central Region.

**Action:** Carl Andren analyzes the likelihood of future candidates from the Central Region.

Second, it was reported that some discussion centered on the candidacy of incumbents or previous runner-ups. Most felt that such nominations were welcome, because incumbents would bring experience to the job, and that one year is simply too short a term in office. However, others felt that this practice inhibits the advancement of new blood within the ION.

It was reported that Dr. Enge had recommended that the best way to resolve both of these issues was to change the term of office for all ION officers to two years. By doing so, all regions would be able to generate good Presidential candidates at a satisfactory rate, and all officers would feel that they had a long enough term to be effective.

Considerable discussion ensued over the length of officer terms. It was suggested that some officers would not be able to commit to a two-year term and that a two year term for Executive VP candidates translated to a six year commitment on the Executive Committee. A.J. Van Dierendonck suggested that the term length as it currently stood was not a problem as long as the ION did not prohibit officers from being elected to a second term within the same office.

It was also suggested that the issue had come up due to potential problems with the Central Region's representation. It was agreed that eligible candidates were not currently a problem in the Eastern or Western regions. There was then some discussion regarding the change of regional boundaries, change in the number of regions or the elimination of regions altogether.

**Action:** Strategic Planning Committee to consider the implications of the lack of candidates moving up from the Central Region and make recommendation to the Council in January 2002.

Annual Awards Committee Report: R. Braff

See Attached Report: [awards\\_committee\\_report.pdf](#)

Ron Braff, Annual Awards Chair, reported that the following recipients had been nominated by the committee:

Early Achievement Award

Ms. Barbara Clark, FAA - and -  
Dr. Todd Walter, Stanford U.

Norman P. Hays Award  
 Superior Achievement Award  
 Thomas L. Thurlow Award  
 Tycho Brahe Award  
 Captain P.V. H. Weems Award

Dr. Richard McFarland, Ohio U.  
 Major Geoffrey A. Laing, USAF  
 Mr. Ronald Hatch, Navcom Technology  
 Dr. Richard H. Battin, MIT  
 Dr. Rudolf M. Kalafus, Trimble

**Motion:**        **The Council approves the award recipients as outlined.** Motion made by Ron Braff, seconded by Len Sugerman and passed by the Council.

Treasurer's Report: L. Hothem

See Attached Files:    [5\\_year\\_totals.pdf](#)  
                                   [2000-01\\_audit.pdf](#)

It was reported the ION's auditors had conducted a thorough audit of the 2000-01 fiscal year, found no abnormalities and had not noted any recommended improvements or changes that needed to be made to the record keeping or internal control structure.

It was also noted that this past year the ION's expenditures came in at just under its revenues. However, it was pointed out that this was due to the increase in the National Office staff, addition of a Congressional Fellow and the large development/start-up costs for the expansion of the web site.

Finance Chair Report: M. Braasch

Mike Braasch, Finance Chair, referenced the *Reserve Funds slide* in the report listed above and noted that the ION currently had \$1.5 million in the reserve fund, \$980K of which was required for the "rainy day" fund.

Mike reported that he was currently working with the Strategic Planning Committee to review the ION's current reserve fund formula, investment policies and investment vehicles and would report back to the Council in January.

Meetings Report: K. Holland

Ken Holland, Meetings Chair, reported that the summer 2002 and 2003 meeting was contracted at the Albuquerque Hyatt and would be co-sponsored by CIGTF.

It was reported that the Council had already approved Southern California for the 2002 and 2003 winter meetings in January and the National Office was investigating Palm Springs, Monterey and Anaheim.

It was announced that the Satellite Division had finalized plans for GPS '04 and '05 to be located in Long Beach.

Congressional Fellow Selection Committee: R. Greenspan

See Attached File: [congressional\\_fellow\\_selection.pdf](#)

Dr. Greenspan, Congressional Fellow Selection Committee Chair, reported that the committee had selected the ION's first Congressional Fellow in June 2000; and the selected individual, Phil Ward, had begun his work on the Hill under the umbrella of the AAAS's Congressional Fellows Program.

Dr. Greenspan reported that his committee had come to believe that the program would benefit from adding an *option* for the Fellow to remain in place for an additional three months. If the outgoing Fellow exercised this option he/she could be available to provide the incoming Fellow with additional support during his/her search for placement, and could provide continued support to the Representative or Senator who has hosted him/her during the period of intense congressional activity that follows the year-end holiday recess.

**Motion:** The ION Council fund the optional three month extension for the current Congressional Fellow, at the cost of \$12,000. The ION reserve this amount in future annual budgets to allow future Congressional Fellows the option of extending their Fellowship. Motion made by Dick Greenspan, seconded by Len Jacobson and passed by the Council.

Congressional Fellow Report: P. Ward

See Attached File: [congressional\\_fellow\\_report.pdf](#)

Bylaws Committee Report: B. Mitchell

Bob Mitchell, Bylaws Committee Chair, made the following report:

“As noted in my interim report dated 21 Jan 01, a thorough review of The Institute of Navigation Section Handbook was undertaken and only one minor exception was found (submittal of Section bylaws to the ION Council rather than to the ION President as required by our ION Bylaws) and my recommendation that the handbook only be changed if and when a general rewrite of the document is undertaken.

“With regard to the question raised at the January Council meeting re The ION "becoming more involved in the legislative process of Congress," the ION Bylaws are quite specific in this regard:

ARTICLE XVI Miscellaneous Restrictions, Section 1. Political Activity, states –  
 “The Institute shall not engage in any political activity or lobby for or against any legislation .....

“There is no problem with any of our members, as individual citizens, i.e., not representing The ION, lobbying for or against any legislation. However, if the individual is an officer of The ION, exceptionally great care must be taken to make it very clear that they are not

representing The ION. It would be, therefore, prudent for all officers of The ION not to participate in such activities.

“No changes to the ION Bylaws dated 25 January 2000 are required.”

Publications Committee Report: C. Hegarty

In Chris’ absence, Carl Andren reported that the journal was just about caught up and everything was on track and being accelerated for the upcoming issues.

Fellow Selection Committee Report: A.J. Van Dierendonck

See Attached File: [fellow\\_selection\\_committee\\_report.pdf](#)

Dr. Van Dierendonck, Fellow Selection Committee Chair, reported that the special rules that were to be in effect the first three years of the Fellows program, regarding the number of Fellows that could be named each year, expired with the selection of this year’s 2001 fellows. Based on the selection criteria in the current policy it was reported that the ION could select four fellows in 2002.

It was also reported that this year’s committee had all been Fellows and that this could be accommodated next year. It was recommended that the Membership Chair and Secretary be dropped as committee members as the National Office staff handled all the administrative support.

It was also reported that the current policy stated each Fellow needed a 2/3 majority vote from committee members for the name to be brought before Council for endorsement and that this can be difficult with eight committee members. It was recommended the committee membership be decreased from eight to six members.

It was stated that ION Fellow is the most prestigious award presented by the ION and fellow nominees should have already received one of the ION’s other annual awards. It was recommended that Fellow applications, where the nominee had not yet been a recipient of an annual award, be forwarded to the Annual Awards Committee for consideration.

**Motion:** Council approved revised procedures as submitted, namely that the Secretary and Membership Chair positions be eliminated from the Fellow Selection Committee membership, thus reducing the total number of committee members from eight to six; and that future fellow applications, where the nominee had not yet been a recipient of an annual award, be forwarded to the Annual Awards Committee for consideration. Motion made by A.J. Van Dierendonck, seconded by Richard Greenspan and passed by Council.

**Action:** Bob Mitchell, Bylaws Committee Chair, to review changes to Fellow Selection Committee Policy as outlined in the above motion and recommend any necessary updates to the bylaws as required to conform to the Council’s intentions for the ION Fellow program.

**Action:** Carl Andren to verify that updated policy is posted on the web site and reflected on all nomination forms and mailings.

FNTP Committee Update: J. Doherty

Jim Doherty, FNTP Committee Chair, reported that the committee had not taken any action since January. It was reported that the committee currently had representation from Assistant Secretary of Defense, DOT and the Naval Observatory. The committee hopes to have a recommendation at the January 2002 Council Meeting.

IMU Interface Standard, Update: J. Farrell

See Attached File: [imu\\_interface\\_standard.pdf](#)

Formulation of Standards for Interfacing Navigation Sensors: R. Greenspan

Richard Greenspan reported that Sid Bennet, from the IEEE's panel that is working on the standardization of inertial technology, would like to hold a meeting of his IEEE panel during the ION's January meeting and has asked the ION cooperate with the IEEE in these efforts.

Historian's Report: M. May

Marvin May reported that he had continued to write ION Newsletter articles, and had written fourteen to date. He had also prepared a presentation on the history of navigation and was available to sections that needed a speaker. He further reported that he had chaired navigation history sessions at ION conferences, assisted the National Office in fielding the member's inquires on historical subjects and was continuing his efforts to archive "classic" navigation equipment. Marvin specifically asked for the Council's assistance in obtaining early inertial navigators.

The Council adjourned at 6:10pm.

MINUTES OF THE  
IN-COMING COUNCIL  
(June 10, 2001)

Appointment Standing and Ad Hoc Committee Chairs: R. Hatch

Ron Hatch, In-Coming President, announced the appointment of all in-coming committee chairs.

Standing Committee Chairs:

Nominating:	Karen Van Dyke
Finance:	Dr. Mike Braasch
Membership:	Dr. Duncan Cox
Fellow Selection:	Dr. Tom Stansell
Technical Committees:	Dr. Rudy Kalafus
Publications:	Dr. Chris Hegarty
Meetings:	Ken Holland
Awards Selection:	Ron Braff
Bylaws:	Bob Mitchell
Sections:	Len Jacobson

#### Ad Hoc Committee Chairs:

Editor:	Dr. Chris Hegarty
International Affairs:	Keith McDonald
New Initiatives:	Karen Van Dyke
Strategic Planning:	Rudy Kalafus
ION Conference Committee:	Rudy Kalafus
Other Publications:	Ron Braff
Historian:	Marvin May
Congressional Fellow Selection:	Dr. Richard Greenspan
Spectrum:	Sally Frodge
Student Awards:	John Lavrakas
IMU Interface Standard:	Dr. Jim Farrell
Evaluation FNTP Committee:	Jim Doherty

General Chair '01 Annual Meeting:	Dr. Chris Bartone
ION Program Chair '01 Annual Meeting:	Boyd Holsapple
CIGTF Program Chair '01 Annual Meeting:	Fred Schrieber

**Motion:** Council approves all Standing and Ad Hoc Committee chairs. Motion made by Len Sugerman, seconded by Karen Van Dyke and passed by the Council.

#### New Initiatives: R. Hatch

Ron Hatch reported that he would like to work on bringing many of the Strategic Planning Committee's initiatives to fruition this next year. He reported he plans to give the activities of the Finance Committee and the updating of the Strategic Plan high priorities. Ron challenged all Council members to review the current Strategic Plan, look at what had been accomplished and what needed to be changed. He reported that his goal for January would be to present Council with an updated Strategic Plan, and in order to accomplish this he asked that each of the ION's committee chairs prepare written goal(s) for their committee, with an outline of the steps necessary to achieve its goals.

Action: All ION Committee Chairs prepare written goal(s) for their committee, with an outline of the steps necessary to achieve its goals.

Ken Holland brought up the idea of the ION sponsoring an Executive Fellow (much like the Congressional Fellow but this fellow would work for the Executive Branch).

Action: Ken Holland to prepare preliminary information for the January Council meeting on the possibility of the ION sponsoring an Executive Fellow.

The meeting was adjourned at 6:25pm.

Additional Documents Included with These Minutes:

Minutes Strategic Planning, June 11, 2001 and Attachments:

[0106strat.pdf](#)

[web\\_consent\\_form.pdf](#)

Note: If you wish to have your current contact information made available to the public on the ION's web page you will need to complete and return this form.