

MINUTES OF THE  
OUT-GOING COUNCIL MEETING  
(June 22, 2003)

Subject to the approval of the ION Council the following minutes are submitted. The Council Meeting was called to order on June 22, 2003 at the Hyatt Regency 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>
Dr. Rudy Kalafus	President	Immed. Past Pres./Nominating Chair/ New Initiatives Chair
Larry Hothem	Executive VP/ Strategic Planning Chair	President
John Clark	Treasurer	Treasurer
Gerard Lachapelle	Western VP/Alberta Section Chair	Alberta Section Chair
Jim Doherty	Eastern VP/DC Section Chair	DC Section Chair
Ron Hatch	Immediate Past President	Past President
John Lavrakas	Satellite Division Chair	Satellite Division Chair
Kevin Rudolph	Western Council M-at-L	Western Council M-at-L (2 <sup>nd</sup> year)
Lt. Col. Mike Miller	Space Rep. (2 <sup>nd</sup> year)	
Jim Arnold	Land Rep. (1 <sup>st</sup> year)	Land Rep. (2 <sup>nd</sup> year)
Dr. Todd Walter	Air Rep. (1 <sup>st</sup> year)	Air Rep. (2 <sup>nd</sup> year)
Dr. Duncan Cox	Membership Chair	Membership Chair
Dr. Mike Braasch	Finance Chair	Finance Chair
Dr. Chris Hegarty	Publications Chair	Publications Chair
Dr. Frank van Graas	Meetings Chair & Past President	Meetings Chair & Past President
Ron Braff	Awards Selection Chair	Awards Selection Chair
Dr. Richard Greenspan	Bylaws Chair & Past President	Bylaws Chair & Past President
Len Jacobson	Sections Chair	Sections Chair
Capt. Chuck Ormsby	Dayton Section Chair	Dayton Section Chair
Clyde Edgar	So. California Section Chair	So. California Section Chair
Fred Schreiber	New Mexico Section Chair	New Mexico Section Chair
Dr. Lee Ott	Houston Section Chair	
Ken Holland	Past President	Past President
Phil Ward	Past President	Past President
Len Sugerman	Past President	Past President
Karen Van Dyke	Past President	Past President
Dr. Penny Axelrad		Executive VP & Technical Chair
Dr. Chris Bartone		Eastern Region VP
Dan Crouch		Western Region VP
Tom Stansell		Western Council M-at-L
Dr. Pratap Misra		Eastern Council M-at-L
Dr. Dorota Grejner-Brzezinska		Land Rep. (1 <sup>st</sup> year)
John Nielson		Space Rep. (1 <sup>st</sup> year)
Doug Taggart		Marine Rep. (1 <sup>st</sup> year)

**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
Dr. John Raquet	Student Awards Chair	Student Awards Chair
Dr. A.J. Van Dierendonck	Fellow Selection Policy	
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 2003 Council Meeting Minutes: Rudy Kalafus

- Motion:** Approve the January 2003 Council Meeting Minutes with the following modifications:
- Page 10 under New Initiatives Fund, amend first paragraph to read, “Rudy Kalafus reported on behalf of Mike Braasch, Finance Chair, ...”
  - Page 11 item #2 reword to clarify intent as follows: “New Initiatives programs should be primarily aimed at fulfilling the long-term Strategic Goals of Public Awareness and Outreach. Examples include instituting an Executive Fellow, funding university scholarships, and temporarily increasing student subsidies. Examples of initiatives which would not be funded under the New Initiatives Fund include, for example, improving member services, adding another meeting each year, etc.

Motion made by Len Jacobson, seconded by Dick Greenspan and passed by Council.

President's Report: R. Kalafus

See Attached File: [President\\_Report.pdf](#)

“The past year has been a good one for the ION, especially considering the flatness of the world economies. Conference attendance and paper submission has remained high, and there have been a number of developments that have resulted in the need for new studies, assessments, and research.

The National Technical Meeting in January was a good meeting, and several people told me that they thought the quality of papers was particularly high. Congratulations to Jay Spalding and Todd Walter and their track and session chairs.

This year I have concentrated primarily on three areas: ION Fellow Selection, Congressional/Executive Fellows, and the Reserve Fund.

At the January meeting the Council accepted a number of changes in the Fellow Selection Committee procedures that had been developed by the ad-hoc committee chaired by A.J. van Dierendonck. The Fellow Selection Committee, chaired by Tom Stansell, selected nine new ION Fellows, plus an Honorary Fellow and a Posthumous Fellow. They will be honored this week.

The Council also approved the selection of both a Congressional Fellow and an Executive Fellow for this year, and Dick Greenspan will report on this effort later on. I asked Mike Braasch to take a fresh look at the reserve fund, and he has come up with what I think are some good recommendations.

I have also asked the Regional Vice Presidents to work closely with their respective Council Members-at-Large and Section Chairs to generate enthusiasm and participation among the membership. One of the great things about the ION is the continuing influx of new people into the planning and execution of our meetings and in the institute itself, and we need to continue and expand this momentum.

The National Office has continued to do an outstanding job in their support for the meetings, responding to the members, keeping the books straight, and keeping me, among others, on track. It's a pleasure to work with a group of people that have such a responsible, professional attitude. They haven't been content to just repeat previous processes, but are always looking for ways to improve the operation. Thanks to Lisa, Carl and the rest of the staff for making this all happen.

I want to thank all the members of the Council for performing their work well. Fortunately you are all self-starters, which is good, because I regret that I haven't followed through as thoroughly as I would have liked. Those of you that I have worked with closely have been very responsive.

Finally, I want to thank the ION members for enabling me to serve as ION President for this past year. I have thoroughly enjoyed it, and I consider it an honor.

I'm totally confident that Larry Hothem will be an outstanding ION President for the next year. He has lots of good ideas and lots of enthusiasm. I'm sure you will give him your full support."

Executive VP & Strategic Planning Report: L. Hothem

See Attached File: [VP\\_Report.pdf](#)

Eastern Region VP Report: J. Doherty

See Attached File: [Eastern\\_VP\\_Report.pdf](#)

Western Region VP Report: G. Lachapelle

During his term as Western Region VP Gerard Lachapelle reported that he had visited the Alberta Section (home section), Rocky Mountain Section ( Jan. '03), New Mexico Section (Jan. '03), Southern California Section (May '03) and San Diego Section (May'03).

It was reported that during each of the visits he was briefed with the activities of the section and section attendance ranged from 15 to 40.

Government Fellows Nomination Committee Report: R. Greenspan

Richard Greenspan, Government Fellows Nomination Chair, reported that the ION endeavors to announce the selection of Government Fellows at the awards dinner during the Annual Meeting of the ION. This was not possible last year because we had not received applications from selectable candidates. Therefore, the Selection Committee was authorized by the Council at its meeting of June 2002 to continue the search for a selectable candidate. Thomas McCaskill was selected following interviews of candidates at the September meeting of the Satellite Division in Portland, Oregon. We proceeded with Tom's selection with full knowledge that it was a high-risk decision, because Tom was not able to attend the AAAS Training sessions held in early September. As it turns out, Tom worked diligently from January through May to find a placement. He was not successful. We believe that his late start, and his unavailability to participate in the AAAS training, combined with the Congressional distractions arising from Operation Iraqi Freedom to make this a no-win situation. Tom resigned his Fellowship as of 1 June; the balance of his annual stipend reverted to the ION.

Greenspan was pleased to report that five very selectable candidates applied for the CY '04 Fellowship positions. The Selection Committee conducted telephone interviews of all candidates. Selected reference checks are being made. It was reported that the committee would meet after the In-Coming Council Meeting on Sunday to determine whether it is ready to recommend Fellow selections for the coming year and will render its recommendations to the ION Executive Committee prior to the Annual Meeting Banquet.

The Committee recommends that its name be changed to Government Fellow Selection Committee to reflect the addition of funding for an Executive Fellow.

On behalf of the Committee, Greenspan thanked Carl and the ION HQ staff, as well as ION Officers and Section Chairs for their efforts to publicize these Fellow Awards. He reported that this publicity was essential in raising awareness among the members and is directly responsible for the fine cadre of this year's applicants.

Membership Committee Report: D. Cox

See Attached File: [Membership\\_Report.pdf](#)

Duncan Cox, Membership Chair, reported that membership had generally increased to a record total of 4,096 members at the present time. It was noted that there was a slight reduction in corporate membership this past year.

He also reported that there were incremental financial benefits to having new members join the ION. Furthermore, a large membership adds stature to the ION and its activities, and thus promotes the financial success of meetings. The ION is financially supported to a great extent by revenue from its meetings. The ION exists to serve its members and the navigation community and should endeavor to provide to members and meeting attendees services, which are desired and can be provided economically. Member recruitment should be thought of as offering member services and tastefully promulgating the knowledge of availability of such services, rather than as a goal in itself. One of the services should be identified as an opportunity for individual public service. Many members like to know that they are contributing to public good.

Cox reported that the expanded web services undoubtedly are desired by members and can hopefully be justified economically by increased direct revenue and by increased membership. Congratulations are due to Carl Andren and Rick Buongiovanni for implementing the new web services.

Cox noted that the ION should advertise services in appropriate ways. For example, the web page should skillfully identify advantages of being a member in obtaining web services (and other services). The web site allows conference and journal papers to be searched by key words and allows copies of articles to be retrieved for direct viewing. Papers can also be printed for a fee. Advanced search capabilities are provided for members and now members may print a certain number of papers without charge.

Cox also suggested the ION consider having ION literature included in public data bases; charge royalties for commercial distribution of ION articles to non-members; provide members web-access to navigation literature worldwide; provide general web-access to ION literature, but at reduced rates for members; consider corporate memberships where corporate professional members pay a reduced fee, rather than no fee; and coordinate membership activities with Council Members representing marine, air, space, and land activities.

Nominating Committee Report/Election Results: R. Hatch

See Attached File: [Nominations\\_Report.pdf](#)

Ron Hatch, Nominating Committee Chair, reported that this year's committee was made up of:

Chair:	Ron Hatch
Eastern Region:	Ron Braff, Larry Hothem & Karen Van Dyke
Western Region:	Len Jacobson, Joseph Portney & A.J. Van Dierendonk

Hatch gave a special thanks to members of the Nominations Committee who were not considered for election this year due to their participation in the nominations process.

Election results were as follows:

President:	Larry Hothem
Executive Vice President:	Dr. Penina Axelrad
Treasurer:	John Clark
Eastern Region VP:	Dr. Chris Bartone
Western Region VP:	Dan Crouch
Eastern Council M-at-L:	Dr. Pratap Misra
Western Council M-at-L:	Thomas Stansell
Air Representative:	Barbara Clark
Land Representative:	Dr. Dorota Grejner-Brzezinska
Space Representative:	John Nielson

Marine Representative: Doug Taggart

There was some Council discussion about the feasibility of on-line voting using membership numbers and one-time only use of assigned PIN numbers.

Annual Awards Committee Report: R. Braff

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

Early Achievement Award	Maj. John Raquet, U.S. Air Force
Norman P. Hays Award	Mr. Bruce DeCleene, FAA
Superior Achievement Award	Maj. James DeLoach, U.S. Air Force
Thomas L. Thurlow Award	Mr. Robert J. Erlandson, Rockwell Collins Inc.
Tycho Brahe Award	Dr. Penina Axelrad, University of Colorado
Captain P.V. H. Weems Award	Mr. Daniel Tazartes, Northrup-Grumman

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

Treasurer's Report: J. Clark

See Attached Files: [6\\_Year\\_Totals.pdf](#)  
[2002-03\\_Audit.pdf](#)

John Clark, Treasurer, reported that the ION was financially very stable. It was reported the ION's auditors had conducted a thorough audit of the 2002-'03 fiscal year and 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 noted that in years where a net loss was reported that this was attributed to the March 31 value of the ION investments and represented a loss in the market. It was noted that direct program revenues had exceeded direct program expenses over the past number of years.

It was reported that the auditors suggested the ION develop a more formal investment policy and make it a practice for Council to formally accept the annual audit reports.

**Motion:** Council accepts the 2002-'03 audit report as submitted by Langan Associates. Motion made by John Clark, seconded by Len Sugerman and passed by Council.

Finance Committee Report: M. Braasch

Mike Braasch, Finance Chair, reported that the Council had approved a policy for the calculation of available funds for the ION Contingency Fund (rainy day emergency fund) and the New Initiatives Fund (funds targeted at fulfilling the ION's long-term strategic goals of public awareness and outreach).

It was reported that the Executive Committee was planning to meet later in the week to discuss modifications/expansion of the ION's current investment policy.

Meetings Report: F. van Graas

See Attached Report: [Meetings\\_Report.pdf](#)

Frank van Graas, Meetings Chair, reviewed current meeting dates and locations as well as Council direction to pursue meeting co-sponsorship with AFIT and Wright Patterson AFB for June 2004. It was also reported that he intended to work on co-sponsorships for June 2005 from Volpe, Draper and Lincoln Labs in the greater Boston area.

**Motion:** Council approves the Boston/Cambridge area as the location for the June 2005 meeting. Motion made by Frank van Graas, seconded by Mike Braasch and passed by the Council.

**Motion:** Council approves California as the location for the January 2006 and January 2007 meetings. Motion made by Frank van Graas, seconded by Mike Miller and passed by the Council.

There was some discussion about if the Meetings Chair or Technical Area Chair should coordinate the duties of the conference committee and whether or not this needed to be addressed in the bylaws. Larry Hothem asked that contact information for members of conference committee be included in the meeting calendars that are distributed to the program committee.

**Action:** Lisa Beaty shall distribute contact information for members of the conference committee with meeting calendars to the program chairs.

**Action:** The conference committee shall look into the structure/organization of conference's technical program and report on recommended changes at the January Council meeting.

Sections Report: L. Jacobson

Len Jacobson, Sections Chair, reported that all sections are reportedly doing well with the exception of the Houston and Philadelphia Sections.

See Attached Report: [Sections\\_Report.pdf](#)

For Alberta Section Report See Attached File: [Section\\_Report\\_Alberta.pdf](#)

Student Awards Activities: J. Raquet

John Raquet, Student Awards Chair, reported on the wonderful quality of the student education modules that had been sponsored by the Satellite Division. It was reported that half of the modules were on the web site and the other half were still in development. Raquet expressed his thanks to Penny Axelrad who was supervising this event at the University of Colorado.

Raquet suggested the ION compile a database on our web site under the category of “outreach” that list activities currently being done or outreach materials currently available.

### ION Scholarships:

**ALBERTA:** See Attached Proposal: [Scholarship\\_Alberta\\_Section.pdf](#)

As Alberta Section Chair, Gerard Lachapelle presented a proposal for a \$1250 scholarship to be presented to an undergraduate student and a second \$1250 scholarship to be presented to a graduate student on an annual basis. It was reported that this program would be administered directly by the University of Calgary to ensure wide publicity, fair competition and selection rules and the appropriate payment to the students.

There was some discussion as to precedent it may set if the ION gave the scholarship directly to the school and not the section as Alberta Section was requesting funding under the Section Scholarship Program and not proposing a new program.

**Motion:** Council approves annual Alberta Section Scholarship in the amount of \$2500 per year as outlined in the proposal with the exception that the Alberta Section shall administer the award and approve the annual transfer of funds from the National Office to the University of Calgary on an annual basis. The Alberta Section shall also report on the award recipients each year. The university shall thus report directly to the Alberta Section and the Alberta Section shall have the stewardship and oversight. Motion made by Gerard Lachapelle, seconded by Larry Hothem and passed by the Council.

**WASHINGTON, DC:** See Attached Proposals: [DC\\_Section\\_Student\\_Stipend\\_Proposal.pdf](#)

Jim Doherty, DC Section Chair, reported that the DC Section has discussed several options for initiating a section sponsored scholarship committee. Jim reported that as Section Chair, he originally appointed this committee as the “Scholarship Committee,” but the committee members recommended changing the name to “Student Stipend Committee” to more broadly consider alternative approaches to the goal of encouraging the art and science of navigation among young people. The committee developed seven alternatives, including relatively classic scholarship approaches, as well as some innovative recommendations.

It was reported that several section members, primarily from this committee, participated as volunteer judges in a local high school science fair, and they had discussions with high school teachers and others, such as leaders of various Scout groups, about what would stimulate young people to consider technical careers with emphasis in navigation. These discussions helped the committee develop several of its recommendations.

Most of the committee’s deliberations were undertaken based on the assumption that the ION National Office would fund a student stipend of up to \$2500 per year for approved programs. Based on their experiences and background, committee members felt the alternatives they reviewed could be supported within this amount. However, no detailed budget has yet been developed.

Jim Doherty thus requested the Council approve the recommendation that the Washington DC Section develop a program to sponsor one or more high school navigation clubs. The DC Student Stipend Committee will more fully develop the selection requirements, solicit proposals from local high schools, and submit a request for required funding (not to exceed \$2500) to the National Office. The goal was to work on the program this summer and have a pilot program in place for the 2003-'04 academic year.

**Motion:** Council approves funding in the amount of \$2500 for the DC Section to develop program for the funding of high school navigation clubs in the greater DC section area. Motion made by Jim Doherty, seconded by Len Jacobson and passed by the Council.

Publications Committee Report: C. Hegarty

Publications Chair, Chris Hegarty, reported that he hopes to be back on schedule soon and that he is currently trying to run two issues in parallel to catch up. It was also reported that once the journal gets back on schedule that he will go back to having eight to ten papers per issue.

Hegarty thanked all the editors for the work they do on the journal.

It was reported that the editors had selected Dr. Chan-Woo Park, Professor Jonathan P. How and Dr. Larry Capots for the 2002 Burka Award for their paper titled "Sensing Technologies for Formation-Flying Spacecraft in LEO Using CDGPS and an Interspacecraft Communications System" published in the Spring 2002 issue of *NAVIGATION, The Journal of the Institute of Navigation*, Vol. 49, No. 1, pp.45.

IMU vs. INS: J. Farrell

See Attached File: [IMU\\_Standards\\_Report.pdf](#)

ION Historian Report: M. May

Rudy Kalafus reported that Marvin May was unable to attend the meeting but that May reported that the Historian position was in its fifth year. About three inquiries per year on various navigation historical questions have been answered. Additionally, about 18 articles for the newsletter have been written and feedback from the membership had been positive. May invited topics for new articles from the Council.

May also suggested that a possible exhibition at a symposium in 2003-'04 may be worthwhile and that he had brought this up with a collector of rare celestial instruments.

Appointment of 2004 Annual Meeting Program Chair: R. Kalafus

**Motion:** Council approves Jim Arnold as the ION's Program Chair for the 2003 Annual Meeting. Motion made by Ron Hatch, seconded by Len Sugerman and passed by Council.

Rudy thanks National Office. Rudy thanks ION for opportunity to serve and expresses confidence in Larry.

The Out-Going Council adjourned at 4:45pm.

MINUTES OF THE  
IN-COMING COUNCIL  
(June 22, 2003)

New Initiatives: L. Hothem

Larry Hothem, In-Coming President prefaced his remarks with confidence in a very active and vital organization. He suggested that he would be working with the technical area reps this next year and asking them to interface with Duncan Cox, Membership Chair.

Appointment Standing and Ad Hoc Committee Chairs: L. Hothem

Larry Hothem, In-Coming President, announced the appointment of all in-coming committee chairs.

Standing Committee Chairs:

Nominating:	Dr. Rudy Kalafus
Finance:	Dr. Mike Braasch
Membership:	Dr. Duncan Cox
Fellow Selection:	Karen Van Dyke
Technical Committees:	Dr. Penny Axelrad
Publications:	Dr. Chris Hegarty
Meetings:	Dr. Frank van Graas
Awards Selection:	Ron Braff
Bylaws:	Dr. Richard Greenspan
Sections:	Len Jacobson

**Motion:** Council approves all Standing Committee chairs as outlined. Motion made by Len Jacobson, seconded by John Clark and passed by the Council.

Ad Hoc Committee Chairs:

Editor:	Dr. Chris Hegarty
New Initiatives:	Dr. Rudy Kalafus
Strategic Planning:	Dr. Penny Axelrad
ION Conference Committee:	Dr. Penny Axelrad
Publication Policy:	Ron Braff
Historian:	Marvin May
Outreach, Government Fellow:	Dr. Richard Greenspan
Outreach, Education/Student:	Dr. John Raquet
Outreach, International Affairs:	Keith McDonald
IMU Interface Standard:	Dr. Jim Farrell
Fellow Selection Policy Committee:	Dr. A.J. Van Dierendonck

**Action:** ION National Office insert term lengths into Council position description document.

**Motion:** Change the name of three ad hoc committees to put education, government fellows and international affairs under “Outreach” committee umbrella. Motion made by John Lavrakas, seconded by Jim Arnold and passed by the Council.

**Motion:** Council approves all Ad Hoc Committee chairs. Motion made by Len Jacobson, seconded by Clyde Edgar and passed by the Council.

There was some discussion about whether or not the ION wanted to have a standing “Outreach” Committee Chair.

The meeting was adjourned at 5:10pm.

Additional Documents Included with These Minutes:

[Council\\_Listing\\_Officers\\_2003-04.pdf](#)

[Council\\_Position\\_Descriptions.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.