Subject to the approval of the Executive Committee, the following minutes are submitted. The Executive Committee Meeting was called to order on Thursday, September 23, 2021, at 1:00 p.m. CDT at the Union Station Hotel in St. Louis, Missouri. Those present were:

**VOTING EXECUTIVE COMMITTEE MEMBERS:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Office Held</th>
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<tbody>
<tr>
<td>Frank van Diggelen</td>
<td>President</td>
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<tr>
<td>Sherman Lo</td>
<td>Executive VP (participating virtually)</td>
</tr>
<tr>
<td>Frank van Graas</td>
<td>Treasurer</td>
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<tr>
<td>Tim Murphy</td>
<td>Western VP</td>
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<tr>
<td>Jason Rife</td>
<td>Eastern VP (participating virtually)</td>
</tr>
<tr>
<td>Patricia Doherty</td>
<td>Satellite Division Chair</td>
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<tr>
<td>John Langer</td>
<td>Military Division Chair (participating virtually)</td>
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<tr>
<td>Jade Morton</td>
<td>Immediate Past President (participating virtually)</td>
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**NON-VOTING PARTICIPANTS:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position Held</th>
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<tbody>
<tr>
<td>Gary McGraw</td>
<td>Finance Chair (participating virtually)</td>
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<tr>
<td>Lisa Beaty</td>
<td>Executive Director</td>
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**AGENDA**

1. Treasurer’s Report: F. van Graas
   - Audited FY 2021 Financial Statements
   - FY 2021 Governance Communication
   - FY 2021 Internal Communication & Management
   - Review Reserve Funds/Recommendations
3. New Business
4. Recording of Motions Passed by Email Since Last Meeting

**Treasurer’s Report: F. van Graas**

See Attached Files:  
- Treasurer FY21 Audit Report 9-10-21  
  2021-03-31 Fin Stmts  
  2021-03-31 Governance Comm  
  2021-03-31 Internal Cntrl Ltr
Frank van Graas, Treasurer, reviewed the reports. Emphasis was placed on impacts of Covid on program revenues ION’s investments returns. It was noted that because of the Reserve Fund, ION continues to operate in a healthy environment.

Beaty also advised the Executive Committee that the Small Business Administration had formally forgiven the ION’s second draw ($107,472) of the Paycheck Protection Program loan, both loans had been forgiven for a total of $214,945 received in federal funding over two fiscal years.

Motion: The Executive Committee approve the ION’s Treasurer’s Report, FY 20-21 Audited Financial Statements/Governance and Internal Control Communication letters. Motion made by Frank van Graas, seconded by Frank van Diggelen and passed by the Executive Committee.

Recommendation New Audit Firm FY 2021-22: L. Beaty

See Attached File: Han Group LLC ION Audit Proposal

Beaty reported that she had received three bids from various audit firms and was recommending ION change audit firms for ION’s FY 21-22 audit and preparation of various tax and regulatory forms. Beaty reported Han Group was a smaller firm as compared to CLA (current firm), with very little staff turnover, that specialized in not-for-profit clients. Beaty had interviewed two of Han’s client references and was comfortable with the change.

Motion: The Executive Committee approve engaging the Han Group LLC to perform the ION’s FY 2021-22 audit, prepare the ION’s IRS form 990/990T and VA500 (if applicable). Motion made by Frank van Diggelen, seconded by Patricia Doherty and passed by the committee.

New Business

Beaty provided a recap of the ION’s JNC and ION GNSS+ registration totals with a snapshot of program revenue summary comparisons over the past four years. See Attached File: Meeting Recap 9-23-21

Beaty stated that ION’s programs were beginning to fiscally recover and she was optimistic that ION would end FY22 in the black.

Beaty also reminded the Executive Committee that a year ago the ION National Office staff had implemented austerity measures that included Friday furloughs and no annual bonuses were paid in the past fiscal year. Beaty reported that staff had worked tirelessly on ION programs the past two years and she planned to authorize bonuses this year. Beaty reported she would work with the president and executive vice president as per normal to authorize these, but planned to do so earlier this year. The ION Executive Committee was strongly supportive of this initiative.
Recording of August 2021 Motion to Defer In-Person Pacific PNT to 2024 and Approve Plan of Action to Keep Pacific PNT Relevant in 2022

The Pacific PNT 2022 general chair (Sherman Lo), Pacific PNT founder (Jade Morton) and ION Meetings Chair (Jeff Martin) met virtually to in August and proposed to the Executive Committee that ION’s in-person Pacific PNT 2022, currently scheduled to be held at the Hilton Waikiki Beach in Honolulu, Hawaii, April 2022, be rolled forward to April 2024. Additionally, it was proposed ION host a series of webinars over Pacific PNT’s original dates, April 11-13, 2022 (in an Asia time zone), on the uniquely Asia Pacific sessions of BeiDou, COSMIC/FORMOSAT and QZSS on a complimentary basis for ION members (more details below).

Justification for the recommendations included the following:

- Sixty percent of Pacific PNT attendance is from international/Pacific Rim nations. The international community is not as far along with vaccinations to support attendance.
- Hawaii has the most restrictive entrance requirements. Currently Hawaii indoor gatherings are restricted to 10 persons; professional gatherings are limited to 50 with approved permit (issued for essential gatherings).
- As of yet there are no international standards for acceptable vaccines for entry when entry is allowed. This adds to the uncertainty.
- The Hilton Waikiki hotel contract has attrition, meaning if the rooms do not fill the ION pays. It would be impossible for ION to meet our contractual obligations to the hotel. The financial implications are significant. Beaty has negotiated an addendum that would release ION’s 2022 block back to the hotel to sell to a recovering leisure market at higher rates; moving ION’s dates to 2024 without financial penalties.

To keep Pacific PNT relevant, and continue as an event to introduce new members ION, it was proposed that ION host three Pacific PNT special session topics (BeiDou, COSMIC/FORMOSAT and QZSS) as webinars over the original Pacific PNT dates of April 11-13, 2022.

- Each session would be organized by the session chair. Session chairs would be invited to provide a keynote and other presentations and/or panel as appropriate. Sherman Lo, Program Chair, has accepted the action to coordinate this with the session chairs and other members of the Pacific PNT program committee.
- It is anticipated each session would last 2-2.5 hours.
- Sessions would be hosted virtually, in a practical Asian time zone.
- Attendees would be required to register for the event. Registration would be complimentary for members.
- The event would be used as an opportunity to promote NAVIGATION open access and ION membership to the participating audience.
- Pacific PNT 2024 in-person event would be promoted.

Motion: Motion: ION’s in-person Pacific PNT 2022, currently scheduled to be held at the Hilton Waikiki Beach in Honolulu, Hawaii, April 2022, be rolled forward to April 2024. ION host a series of webinars over Pacific PNT’s original dates, April 12-14, 2022 (JST); or April 11-13 (PDT), on the uniquely Asia Pacific sessions of BeiDou, COSMIC/FORMOSAT and QZSS on a complimentary basis for ION members. Motion approved by email vote in August 2021.

The Executive Committee adjourned at 2:00 p.m.