Subject to the approval of the Executive Committee, the following minutes are submitted. The virtual Executive Committee Meeting was called to order on Friday, August 21, 2020, at 11:00 a.m. EDT. Those present were:

VOTING EXECUTIVE COMMITTEE MEMBERS:

<table>
<thead>
<tr>
<th>Name</th>
<th>Office Held</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y. Jade Morton</td>
<td>President</td>
</tr>
<tr>
<td>Frank van Diggelen</td>
<td>Executive VP</td>
</tr>
<tr>
<td>Frank van Graas</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Steve Rounds</td>
<td>Western VP</td>
</tr>
<tr>
<td>Chris Hegarty</td>
<td>Satellite Division Chair</td>
</tr>
<tr>
<td>John Langer</td>
<td>Military Division Chair</td>
</tr>
<tr>
<td>John Raquet</td>
<td>Immediate Past President</td>
</tr>
</tbody>
</table>

NON-VOTING PARTICIPANTS:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position Held</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary McGraw</td>
<td>Finance Chair</td>
</tr>
<tr>
<td>Patricia Doherty</td>
<td>In-coming Satellite Division Chair (September 25, 2020)</td>
</tr>
<tr>
<td>Lisa Beaty</td>
<td>Executive Director</td>
</tr>
</tbody>
</table>

AGENDA

1. Approve Minutes posted online from March through August 2020: Y. J. Morton
2. Treasurer’s Report: F. van Graas
3. Status ION Hotel Cancellations, Contract Revisions and Future Bookings
4. Upcoming ION Program Activities
5. Status ION National Office Staffing
6. Plan and Scheduling for ION Council Meeting in Early September via Zoom

Approve Minutes posted online from March through August 2020: Y. J. Morton

Motion: The Executive Committee approves the March 25, 2020 Virtual Meeting Minutes as posted/circulated online. Motion made by Steve Rounds, seconded by John Langer and passed by the Executive Committee.
Motion: The Executive Committee approves the April-July 2020 Virtual Meeting Minutes as posted/circulated online. Motion made by Steve Rounds, seconded by John Langer and passed by the Executive Committee.

Treasurer’s Report: F. van Graas

See Attached Files: ION 990 3-31-20
2020-03-31 Financial Statement
2020-03-31 Internal Control and Management Letter
2020-03-31 Signed Governance Communication
Treasurer FY20 Audit Report as of 7-31-20

Frank van Graas, Treasurer, reviewed the Treasurer and Audit Report. The status of the reserve funds and the Executive Committee’s action to liquidate $800K from the reserve fund’s long-term account (approved July 2020) was reviewed. It was reported that Beaty had executed this trade on July 21. The Executive Committee also reviewed and discussed the current impact of COVID on the ION’s current fiscal year in comparison to the prior fiscal year (see chart #13 in Treasurer’s Report). It was noted that additional actions would be reported on in the following agenda items.

There was discussion about whether to rebalance the reserve funds or continue to follow the policy as outlined. It was noted that no rebalancing was recommended at this time; as with the liquidation authorized in July, ION had adequate cash reserves to provide membership services for the next number of months. It was agreed that the financial situation would be monitored and that the Executive Committee may, at a future date, elect to depart from the Reserve Fund Formula and adjust investments to a more conservative nature. Beaty explained the mechanisms were in place already to do this, and she could execute this very quickly if/when authorized.

Motion: The ION Executive Committee approve the FY 2019-’20 Audited Financial Statements, Governance Communication and Management Letters. Motion made by Frank van Graas, seconded by Steve Rounds and passed by the Executive Committee.

Status ION Hotel Cancellations, Contract Revisions and Future Bookings

See Attached File: Upcoming Program Activities Aug 21 Exec Comm Mtg

The following were covered:

- ION GNSS+ Hotel Cancellation
- JNC 2020 Convention Center and Hotels
- Pacific PNT, Hawaii Waikiki Hilton Contract Renegotiated
- ITM/PTTI 2021, Abstracts Due Oct. 7
- ITM/PTTI 2022/2023 Long Beach Hyatt Contract Approved, but Lisa is Holding

It was reported that ION had terminated and/or cancelled all ION GNSS+ 2020 and JNC 2020 hotel and facility contracts under “force majeure” and/or “materially impossibility” clauses and all
facilities had accepted terminations for 2020 without penalty. Additionally, it was reported that Beaty had renegotiated the Pacific PNT 2021 Hilton Waikiki contract to remove attrition and outlined the terms of the renegotiated agreement.

It was reported that while the Executive Committee had authorized ITM/PTTI 2022 and 2023 in Long Beach, CA Beaty was holding on a contract for this event to see if adjustments would need to be made to the contract prior to execution with the expectation that if the current hotel was lost during the wait the current market dictated that ION would not have a problem securing an alternate venue. The Executive Committee supported this action.

**Upcoming ION Program Activities**

See Attached File:  [Upcoming Program Activities Aug 21 Exec Comm Mtg](Upcoming Program Activities Aug 21 Exec Comm Mtg)

The following were covered:
- Satellite Division Incoming Officers
- National Nominations
- 75th Anniversary
- NAVIGATION Author Resource Center (Note: NAVI impact factor increased to 1.7!)

**Status ION National Office Staffing**

Beaty reported that Brianna Snow was hired March 25, 2020 as an Assistant Editor. Right now (due to COVID), Snow is working exclusively with NAVIGATION (NAVI) with the goal of ION self-publishing NAVI in open access forum in January 2022 when ION’s contract with Wiley ends. As social interaction allows, Brianna will hopefully assume Beaty’s management responsibilities with NAVI, and editorial coordination and copy writing for the ION Newsletter.

Beaty reported that the ION staff had worked remotely March-July 7 with Beaty working in ION’s physical office daily. The ION National Office staff returned to the ION office for work on July 7. Additionally, as reported earlier in the summer, the Executive Committee was advised that beginning in August, the ION office closed on Fridays and compelled staff to use annual leave for one day per week. Staff has been advised that with the exception of the ION GNSS+ period the last two weeks of September, the “Friday furloughs” are currently scheduled to last through the end of January and staffing will be re-evaluated at that time. Staff had also been advised that there will be no annual bonuses in December 2020. This translates to a 15% pay cut for Beaty, a 7% cut for Buongiovanni and less than 4% for all others.

**Plan and Scheduling for ION Council Meeting in Early September via Zoom**

The consensus was that a brief virtual Council meeting would be scheduled for Friday, September 18, 11:00 a.m. EDT.

The Executive Committee adjourned at 1:00 p.m.