

**MINUTES OF THE
SATELLITE DIVISION EXECUTIVE COMMITTEE MEETING
(January 31, 2017)**

Subject to the approval of the ION Satellite Division Executive Committee, the following minutes are submitted. The Satellite Division Executive Committee Meeting was called to order on January 31, 2017 at Hyatt Regency Monterey, Monterey, California at 6:00 p.m. Those present were:

Frank van Diggelen	Satellite Division Chair
Chris Hegarty	Vice Chair
Sandra Kennedy	Secretary
Sanjeev Gunawardena	Treasurer
John Betz	Immediate Past Chair
Jiyun Lee	Pacific Technical Advisor
Dorota Brzezinska	ION President

NON-VOTING PARTICIPANTS:

John Raquet, Incoming President
Sherman Lo, Incoming Meetings Chair
Lisa Beaty, ION Executive Director

AGENDA

1. Record Approval of the September 2016 Minutes by Email
2. Document Motion(s) Approved by Email Since the Last Meeting
3. GNSS Tutorial Proposal for ION GNSS+ 2017
4. ION GNSS+ 2020/2021 Site Discussion

Record Approval of the September 2016 Minutes by Email

Motion: Minutes from the September 16, 2016 meeting of the Satellite Division Executive Committee were approved by email vote. (September 2016)

Document Motions Approved by Email since the Last Meeting

The following motion had been approved by email since the last Satellite Division Executive Committee meeting:

Motion: The Satellite Division Executive Committee authorized \$75,755 to be paid from the Satellite Division's Fidelity account as reimbursement for Satellite Division expenses paid on the Divisions behalf. (Motion approved by the Satellite Division Executive Committee in November 2016 and transfer executed November 2016. See details below.)

ION GNSS COMMISSION NATIONAL DUE TO SATELLITE DIVISION (as of 10/31/16):				
	ION GNSS+ Total Gross Revenue:			\$1,163,275
	Total Commission Due (equal 5% Gross Revenue):			\$58,164
SATELLITE DIVISION EXPENSES NATIONAL PAID ON DIVISION'S BEHALF:				
Programs:				
-	Sponsored Student Travel 2016			\$17,856
-	Autonomous Snowplow Competition Sponsorship			\$190
	over-run \$15K from Jan 2016 Competition (approved Sept 2015)			
-	Autonomous Snowplow Competition Sponsorship Jan 2017 (approved Sept 2016)			\$15,000
	Note: Add'l. \$5K approved if needed and will be accounted for if used.			
-	Africa Workshop: Instructor Travel (summer 2016, Beacon Symp)			\$3,822
-	Africa Workshop: Educational Supplies/Materials (approved Sept 2016)			\$5,000
-	AV Equipment Purchased Summer 2016 (\$30K approved Sept 2015)			\$23,788
-	30th Anniversary Party (\$70K approved Sept 2015)			\$62,734
	Band & Band Lighting/Related: \$8,740			
	Catering: \$21,323			
	Décor, Furniture, Photo Booth, Atari, Etc.: \$18,119			
	Attendee T-shirts/VIP Jackets: \$8,519			
	Electrical/Permits/EMT: \$3,700			
	Misc (art, logo, printing): \$2,333			
Other:				
-	Kepler Award - Production Cost			\$1,156
-	Satellite Division Exec Committee Meetings			\$1,581
-	Out-Going Sat Div Chair Award - Production Cost			\$142
-	Parkinson Award (plaque & honorarium)			\$2,649
-	Sat Div Meeting Site Inspection Travel			\$0
TOTAL SATELLITE DIVISION EXPENSES:				\$133,918
OTHER SATELLITE FUNDS APPROVED NOT YET PAID:				
-	Africa Workshop: Instructor Travel 2017 (approved Sept 2016), \$25,000			
-	Autonomous Snowplow Competition "Slush-Fund" for Jan 2017 (approved Sept 2016), \$5,000			
ION GNSS COMMISSION NATIONAL DUE TO SATELLITE DIVISION:				\$58,164
SATELLITE DIVISION EXPENSES NATIONAL PAID ON DIVISION'S BEHALF:				\$133,918
TOTAL SATELLITE DIVISION OWES NATIONAL:				\$75,755

GNSS Tutorial Proposal for ION GNSS+ 2017

Lisa Beaty reviewed past ION GNSS+ tutorial statistics and sales and asserted that based on current trends it was time to modify the tutorial program for 2017.

Beaty proposed a draft tutorial program for 2017 that had been developed in conjunction with Patricia Doherty, ION GNSS+ Tutorials Chair, and passed out draft worksheets with proposed course schedules and instructors. The program included the following premises:

- Free 1.5 hour “short courses” would be offered Monday afternoon. Short courses would be taught lecture style by guest/volunteer lecturers on an invited/non-compensated basis. These Monday courses would be complimentary to attendees and included in the price of a full conference registration. Topics would include introductory topics, refresher courses and topics of general interest. No more than four parallel courses would be offered.
- No courses would be hosted Monday evening.
- Tuesday would host full 3.5 hour tutorials on a paid/traditional model with instructors receiving traditional honorarium.
- One of the goals of the new program is that people arriving early to attend complimentary short courses on Monday would then register and pay to attend paid tutorials on Tuesday.

Motion: The Satellite Division Executive Committee approves the proposed change to the tutorial structure for 2017. Motion was approved by the Satellite Division Executive Committee.

There was significant working group styled discussion and input into the proposed 2017 tutorial program and the committee concluded with a proposed course plan and back-up options for both courses and instructors and authorized Beaty to execute said plan.

Action: Lisa Beaty is authorized to execute the tutorial plan and invite instructors.

ION GNSS+ 2020/2021 Site Discussion

See Attached File: [GNSS+ Location Location Location](#)

Beaty reviewed requirements for ION GNSS+ site locations and logistical priorities in terms of space, affordability, etc. Additionally, she outlined placement challenges. Beaty reinforced that registration was driven by the technical program and not location.

Overall there was consensus that:

- It was not a requirement for the meeting to maintain a strict rotation from region to region throughout the country, but regional diversity with the meeting’s location was desirable.
- The committee recognized Beaty was making placement decision to create as minimal impact to registration fees as possible.

Other/New Business

Frank van Diggelen addressed the proliferation of satellite navigation conferences and asked the committee to look for ways for ION to work cooperatively with other organizations to assimilate some of the competing conferences to reduce the number of events.

See Attached File: [Satellite Navigation Conferences](#)

The meeting adjourned at 9:35 p.m.