

Report of the Administration and Finance Committee January 2013

Committee Members

Director Tom Frenaye, K1KI, Chairman; Directors Dennis Bodson, W4PWF; Director Bill Edgar, N3LLR; Director Greg Sarratt, W4OZK; Director Greg Widin, K0GW; Vice Director Marti Woll, N6VI; and Treasurer Rick Niswander, K7GM.

Committee Activities

The Administration and Finance Committee met on November 17, 2012 in Newington CT with all committee members present, except Director Edgar who had business obligations. A meeting summary was distributed to the Board on November 21st [arrl-odv: 21247], and minutes distributed on December 17 [arrl-odv: 21331]. The following ARRL Officers also attended the November 17, 2012 A&F meeting: President Kay Craigie, N3KN; CEO David Sumner, K1ZZ; CFO Barry Shelley, N1VXY; COO Harold Kramer, WJ1B; and CDO Mary Hobart, K1MMH.

The primary topics addressed at that meeting were the recent outage and delays in processing Logbook of the World files, the 2013-14 Budget/Plan, insurance costs, and the termination of the ARRL's defined benefit pension plan.

2013-14 Budget

The 2013-14 Budget/Plan proposed by management was approved by A&F in November and was sent to Directors by CFO Shelley on November 30th [arrl-odv: 21292].

On January 3rd, a telephone conference call was held for non-A&F Directors (and Officers) to ask questions and provide input concerning the Budget. Quite a number of questions were answered, with additional staff compensation information requested. Management has made some minor adjustments to the Budget in response to final numbers for expected health insurance expenses. Both items will be discussed by the Committee before the final recommendation is made to the Board.

Logbook

The new solid state disk drives approved for LoTW in late November arrived in Newington on December 26th and by January 7th the newly installed hardware was starting to process the 13-day backlog. The IT staff will be making a few other system changes to support LoTW but the new drives zipped through the backlog quickly and as of the time this report is being written the backlog has been eliminated.

Going forward we need to have some discussions about Logbook and how we are supporting it, how we communicate with members, our vision for it in the future, and what level of resources are appropriate.

Defined Benefit Pension Plan

As noted in the minutes of the November 17th meeting, the ARRL's Defined Benefit Pension Plan has finally been closed out with participants receiving the required disbursements. This was a very significant effort by staff and the A&F Committee over a multi-year period.

The result to the ARRL is a more certain financial position in the coming years, not impacted as significantly by swings in the investment markets. In the short term, we are also contributing less towards employee retirement with the replacement defined contribution plan, and should examine our funding level in comparison with other Hartford-area employers.

Succession Planning

We have a number of key staff members approaching or exceeding retirement age, and are likely to see a number of changes in the coming years. As we approach our 100th year, the ARRL that takes shape in our second century will have no shortage of challenges, and it is our job to make sure that we continue to have a strong management team and that we position the organization for success in a difficult environment.

Year End Results

As is reported elsewhere, the ARRL finished 2012 in excellent financial shape with better than expected results. In addition to our solid financial position, growth in Amateur Radio continues with the number of new licensees and ARRL members heading higher. We shouldn't underestimate how much effort this took by management as well as individual staff members in every part of the organization.

Thanks to all of the members of this last year's A&F team for their diligence and hard work during the year.

The A&F Committee will also be meeting on Thursday, January 17th in New Orleans. An update from the January 17th A&F Committee meeting will be given during the upcoming Board Meeting.

A handwritten signature in black ink that reads "Tom Frenaye". The signature is written in a cursive, flowing style.

Tom Frenaye, K1KI
Chairman
13 January 2013