Supercomputing Challenge Meeting Minutes November 3, 2021
5:30 - 7:30pm Zoom Meeting

Attendees:
- David Kratzer
- Nels Hoening
- Patty Meyer
- Bob Robey
- Paige Prescott
- Tim Thomas
- Amy Knowles
- Cecia Einhorn
- Char Arias
- Matthew Curry
- Ron Davis
- Kaley Goatcher

Agenda (per email)
1. Call to order/Quorum accounting
2. Treasurer's Report (Nels)
3. Cash policy (Nels)
4. Officer Nominations and Elections (Curry)
  - President
    Timothy Thomas
  - Vice President
    (No candidate)
  - Secretary
    Kaley Goatcher
  - Treasurer
    Nels Hoenig
5. Staff Report (Prescott, Einhorn, Meyer)
6. Minutes posting and editing (Curry)
7. Executive Directorship (Curry)

Call to order/Quorum accounting
Cash policy (Nels)
- We have a corporate PayPal account
- Nels is going to look into opening a business Amazon account
- We're going to revise our current financial policies to use Amazon gift cards
  - Once Nels revises this, he'll send to David so David can get it online into Google Docs

Treasurer's Report (Nels)
- We're sitting on roughly $180k in funds right now

Supercomputing Challenge -Active
Statement of Financial Position
As of November 3, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
EB&T Checking Acct (XXXXXXXX 7-01)	1,305.00
EB&T Main checking *2222	177,310.69
EB&T Savings (XXXXXXXX 7-20)	0.23
Nusenda Checking Account	6,335.58
Nusenda Savings Account	4,904.64
Total Bank Accounts	$189,856.14
Accounts Receivable	
Accounts Receivable	0.00
Total Accounts Receivable	$0.00
Total Current Assets	$189,856.14
TOTAL ASSETS	$189,856.14
LIABILITIES AND EQUITY	

- Budget vs Actuals for 2021

Supercomputing Challenge -Active
Budget vs. Actuals: FY22 SCC Budget - FY22 P&L
July 2021 - June 2022

	Total			
	Actual	Budget	over Budget	% of Budget
1300 Donations from Small Business	77.58		77.58	
1400 Donations From Large Business Partners	22,841.00	100,000.00	(77,159.00)	22.84%
1600 Scholarships and Awards		3,000.00	(3,000.00)	0.00%
Total 1000 Donations	22,918.58	108,000.00	(85,081.42)	21.22%
2000 Other Revenue			-	
2100 Registration Fees	40.00	1,000.00	(960.00)	4.00%
2300 Misc Revenue		5,000.00	(5,000.00)	0.00%
Total 2000 Other Revenue	40.00	6,000.00	(5,960.00)	0.67%
Total Revenue	22,958.58	114,000.00	(91,041.42)	20.14%
Gross Profit	22,958.58	114,000.00	(91,041.42)	20.14%
Expenditures				
5000 Profession Fees			-	
5100 Administrative Expenditures		84,000.00	(84,000.00)	0.00%
5200 Executive Admin Expense		50,000.00	(50,000.00)	0.00%
5300 Business Expenses	907.85		907.85	
5301 Accounting		1,500.00	(1,500.00)	0.00%
5302 Insurance		1,000.00	(1,000.00)	0.00%
5305 Website Development		9,000.00	(9,000.00)	0.00%
Total 5300 Business Expenses	907.85	11,500.00	(10,592.15)	7.89%
5500 Contracts - Independent	50,333.35		50,333.35	
Total 5000 Profession Fees	51,241.20	145,500.00	(94,258.80)	35.22%

- Appears that we're short roughly $85k

- LANL - we are waiting to hear from Kathy's office if they can give out amounts larger that $55k
- Steve Buelow is going to help fund the Expo with $15k (not included in this financial report; recent donation)
    - We're hoping for an in-person Expo in 2022

6:03pm - Officer Nominations and Elections (Curry)
- President
  Timothy Thomas
- Vice President
  (No candidate)
- Secretary
  Kaley Goatcher
- Treasurer
  Nels Hoenig

- Matthew: Are there any additional nominations? None
- Our unopposed candidate for President is Tim Thomas
    - Tim was unanimously elected as the new President
- Vice President currently has no candidates
    - We're currently operating without one and acknowledge that we may need volunteers to step in
- For Secretary, Kaley is unopposed
    - Kaley was unanimously elected to hold her position as Secretary
- For Treasurer, Nels is unopposed
    - Nels was unanimously elected to hold his position as Treasurer

6:10pm - Staff Report (Prescott, Einhorn, Meyer)

Paige's presentation:
https://docs.google.com/presentation/d/1aLrT2VU3DhpsjpwiyCaVnzikyZrtl9ORTkRWSgw4yxY/edit#slide=id.g7777ff67de_0_5

Patty about data sciences:
- maybe we're not meeting often enough (currently meeting only once a week)
- Tim - can you say more about the structure?
    - Teachers needed at least 3 students to join the program
    - There's more structure than we've typically required of teams, but we're hoping that'll pay off

Celia:
- we're seeing weird things with social behavior/interaction and many students are needing re-socialization

6:34pm - Minutes posting and editing (Curry)
- Kaley and David shared a lot of minutes from the past
- David, Matthew, and Kaley will see about getting recent meeting minutes updated/redacted so we can post them
- Talking about updating the website:
    - Matthew and Ron went and talked with Realtime Solutions

- We never received any pricing or moved forward with this company - it was discussed prior to Covid

Executive Directorship (Curry)
- Paige announced that she will not be renewing her contract, which terminates the end of December
- We are sad to see her go, but happy to see her go for good reasons
- We are now opening a search for a new Executive Director
- How are we driving the process? Who will own this and recruit help?
    - Tim will be leading this effort and will reach out to others for support as needed
    - David will look over the previous job posting and then send to Matthew and Tim
    - Matt: Motion to create an Executive Director Recruitment committee lead by Tim
        - unanimously approved
        - Volunteers to help: Nels, Amy, Char, and Celia

6:59pm - Board Membership
- Bob has expressed that he wants to stop down from the board at this point
    - Words from Bob: I wish the challenge the greatest years in the future to come. My decision to resign is solely based on my time/resource availability
    - Matthew: Motion to induct Bob as an honorary board member
    - Tim: Seconded
    - Bob: Accepted
    - Unanimously approved
- Char: What is the step to get new board members? I have some people
    - We typically invite someone to a board meeting to sit in as a guest, then we vett them, do background check, resume check, document any conflict of interests, etc.
    - If there is mutual agreement from the board and the new board member to add them as a member of the board, then they will be invited back and be voted in
    - We may want a document for this process and to document how to introduce new board members to the Challenge
- We should probably start regularly asking people to sign COI statements or NDA paperwork
    - Matthew is reminding board members of their duty to inform/notify the Board of Directors of any Conflicts of Interest, and we will send out forms with a few simple questions to detail any existing COIs, and this form is expected to be returned at the start of the next board meeting
- Matthew motions to adjourn, Kaley seconds
- Next meeting currently scheduled for February 2, 2022 at 5:30-7:30pm