

## Los Angeles Robotics May 13, 2021 Board meeting

Attendees: Joe Petito, Terry Wells, Kip Louttit, David Brinza, Tarek Shraibati, LeRoy Nelson, Chris Husmann

Meeting convened 7:07pm

Here are the standard agenda items for the annual May Board meeting:

Review and approve minutes of previous meeting

- **approved by consensus**

Review and approve liability insurance renewal

- **agree to add commercial auto liability at this time, other coverages as needed - approved by consensus**

Review interim financial reports for the 2020 fiscal year, which ends June 30

- **main expense is insurance**
- **potential for team registrations and grants**
- **Please review docs and send any feedback to LeRoy**

Elect directors

- **David Brinza will remain on the board for one more 2-year term**
- **Tarek will continue**
- **Chris declined to continue**
- **Amanda will continue**
- **Tony did not respond (Tony resigned the next day)**
- **Kip Louttit was nominated to the board for a 2-year term**
- **all new and continuing members were approved by consensus**

Elect officers: President, Vice President, Secretary, Treasurer

- **no changes were proposed and all officers agreed to continue in their roles**

Review committees and select committee chairs

- **Audit - Tarek**
- **FLL - disbanded**
- **NTG - LeRoy**
- **SCRRF - Joe**
- **Special projects - Eileen**
- **Website - LeRoy**
- **Chairs approved by consensus**

Assign committee members

- **SCRRF - Kip, Terry, Eileen, David, LeRoy**
- **Audit - David, Kip**
- **NTG - Tarek**
- **Special Projects - Kip**

Committee reports: Audit, FLL, NTG, SCRRF, Special Projects, Website

Activities during the last year

Plans for the next year

- **Audit - check to CH converted to donation**
- **FLL - officially transferred to SCRL**
- **NTG - 2 state champs virtual; hoping for regular season this year; \$13266 balance**

- Vex VRC & Vex IQ - remote competition system developed
- SCRRF - no activity; positioned well to pick up available opportunities; \$17700 balance
- Special projects - Some emails were forwarded to Eileen; no progress on team grants
- Website - LeRoy is maintaining it; Please send him updates

Schedule next meetings

- Standing meeting slot on Thursdays at 7 for general chat - optional attendance
- Next meeting is Thursday November 4th to approve tax return

Meeting adjourned 8:11pm

Minutes respectfully submitted by Terry Wells, Secretary

## Email Correspondence Regarding Board Membership

**From:** Tony Ayad (FLL)  
**Sent:** Friday, May 14, 2021 06:31  
**To:** <LARoboticsBoard@googlegroups.com>  
**Cc:** Kip Louttit  
**Subject:** Re: [External] Re: LARobotics Annual Board Meeting and Elections

Hi Terry, sorry for missing the meeting yesterday. I will resign as director since fll is no longer included.

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**From:** Joe Petito  
**Sent:** Thursday, May 13, 2021 17:40  
**To:** LARoboticsBoard@googlegroups.com  
**Cc:** Kip Louttit  
**Subject:** Re: [External] Re: LARobotics Annual Board Meeting and Elections

Hi All--

Under the heading of new business, I would like to nominate a new board member after considering election/reelection/resignation of existing officers.

The Zoom link for tonight's meeting at 7 PM:  
<https://tusd-org.zoom.us/j/81515165597>  
Meeting ID: 815 1516 5597

Respectfully Submitted,  
Joe Petito

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**From:** LeRoy  
**Sent:** Tuesday, May 11, 2021 13:49  
**To:** LARoboticsBoard@googlegroups.com  
**Subject:** FW: LARobotics Annual Board Meeting and Elections

Nia Karamanos has also resigned from the Board. Nia has also supported robotics in LAUSD.  
The quorum for Board meetings is now 5 of 9 members.  
LeRoy

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**From:** Karamanos, Yesenia  
**Sent:** Tuesday, May 11, 2021 13:39  
**To:** LeRoy  
**Subject:** Re: LARobotics Annual Board Meeting and Elections

I am resigning from the board as well.



*Yesenia Karamanos*  
**Extended Learning Specialist**  
Mulholland Middle School  
Office : 818-609-2525 \* Fax : 818-345-1933

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**From:** LeRoy  
**Sent:** Tuesday, May 11, 2021 13:14  
**To:** LARoboticsBoard@googlegroups.com  
**Subject:** FW: LARobotics Annual Board Meeting and Elections

Greg Vallone has resigned from the Board. He has been one of the strongest supporters of introducing robotics in LAUSD.

The quorum for Board meetings is 6 of 10 members. Six members have indicated that they plan to attend the Board meeting on Thursday May 13 at 7:00 PM:

Joe Petito, President  
David Brinza, Vice President  
Terry Wells, Secretary  
LeRoy Nelson, Treasurer  
Tony Ayad  
Tarek Shraibati

We have not yet heard from the following board members regarding their availability for the meeting on Thursday. These members should also let us know if they would like to change positions or committee assignments, add agenda items, resign from the Board, or nominate new Directors

Chris Husmann  
Eileen Kahn  
Amanda Sullivan  
Nia Karamanos

We will use the weekly Zoom meeting that Joe set up for SCRRF/LARobotics meetings:

Join Zoom Meeting  
<https://tusd-org.zoom.us/j/81515165597>  
Meeting ID: 815 1516 5597

LeRoy

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**From:** Greg Vallone  
**Sent:** Tuesday, May 11, 2021 10:08  
**To:** LeRoy  
**Subject:** Re: LARobotics Annual Board Meeting and Elections

Dear friends,  
It saddens me to say that I must submit my immediate resignation from the board. Please know that I still believe in the mission and am looking to be involved at a later date. Thank you, and thank you for your dedication to the children.

# Los Angeles Robotics May 11 or 13, 2021 Board Meeting Agenda

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**From:** LeRoy  
**Sent:** Tuesday, May 4, 2021 23:54  
**To:** LARoboticsBoard@googlegroups.com  
**Subject:** LARobotics Annual Board Meeting and Elections

Dear LA Robotics Board of Directors:

LA Robotics is supposed to hold a two-hour regular Board Meeting and Elections in early May and a one-hour regular Board Meeting in early November each year. These meetings are held via Zoom teleconference. Preparing for and attending these two meetings are the main responsibilities of Directors. We need six Directors for a quorum, but all Directors who wish to be reelected and all prospective Directors should attend the May meeting. Guests are also welcome.

**Response Needed.** All four LARobotics officers are available on **Tuesday or Thursday, May 11 or 13 at 7:00 PM. Everyone else, please Reply to All with your availability for a Board Meeting and Elections on those two dates.** Please also let us know if you would like to change positions or committee assignments, add agenda items, resign from the Board, or nominate new Directors.

President Joe Petito can confirm the meeting on the date with the greatest attendance and provide the link for the Zoom meeting.

Here are the standard agenda items for the annual May Board meeting:

- Review and approve minutes of previous meeting
- Review and approve liability insurance renewal
- Review interim financial reports for the 2020 fiscal year, which ends June 30
- Elect directors
- Elect officers: President, Vice President, Secretary, Treasurer
- Review committees and select committee chairs
- Assign committee members
- Committee reports: Audit, FLL, NTG, SCRRF, Special Projects, Website
  - Activities during the last year
  - Plans for the next year
- Schedule next meetings

**Minutes for the Board meeting** held on November 10, 2020 are attached. Minutes for all Board meetings are posted here:  
<http://larobotics.org/BoardMeetings.html>

**Liability Insurance.** We need General Liability coverage to get Directors & Officers Liability coverage. The premium payment is due May 15. When all events shut down, we minimized our liability coverage to only cover one NTG event. Here is a summary of the annual premiums for our policies:

Coverage	2020	2021
Commercial General Liability (1 NTG event)	\$1,124.00	\$1,124.00
Directors & Officers Liability	660.00	660.00
Total	\$1,784.00	\$1,784.00
Rebate after renewal	-176.25	-155.39
Additional Coverage Available:		
Cover up to 12 events		200.00
Commercial Auto Liability		250.00
Improper Sexual Conduct and Physical Abuse		1000.00

The renewal insurance policies are available here in case anyone would like to review them:

- [General Liability Policy](#)
- [Directors & Officers Policy](#)

**Financial Reports.** The one-page **Financial Report Summary** for the first 10 months of Fiscal Year 2020 (from 07-01-2020 through 04-30-2021) is attached. This provides an overview of revenue and expenses for FY 2018, 2019, and 2020 to date. The full 44-page Financial Reports are posted here along with prior Financial Reports:

<http://larobotics.org/FinancialReports.html>

Each section of the full **Financial Reports** begins with a large program name (**LARobotics, FLL, NTG, SCRRF, Other**) at the bottom of the account balances page. The other officers and the Audit Committee members should review the full Financial Reports and let me know if they notice any problems or have any questions. We will do a full Audit after the full FY 2020 Financial Reports are generated in July. Noteworthy items in the financial reports:

- LARobotics: The main expenditure in May is our liability insurance premium. If we decide to continue with minimal coverage, I will cover the premium from NTG accounts.
- FLL: Tony Ayad held remote FLL Qualifying and Championship Tournaments, which generated some income. We transferred the FLL program to the Southern California Robotics League on December 14. I transferred the remaining FLL account balance to SCRL on February 16.
- NTG: I held Remote VEX IQ State Championships, which generated some income. I hope to resume normal grant activity in June, after the Remote VEX Robotics World Championships in May.
- SCRRF: No activity.

**Directors.** The two-year terms of the following directors expire after the May elections, so they will need to be re-elected if they wish to continue on the Board:

Director Name	Office	Chair / Program	Committees
David Brinza	VP		Audit, SCRRF
Tony Ayad *	Director	FLL	Audit, FLL
Chris Husmann	Director		SCRRF
Tarek Shraibiti	Director	Audit, VEX Programs	Audit, NTG
Amanda Sullivan	Director	FTC Program	SP

\* Tony Ayad only joined the board for one year.

The directors whose terms do not expire this month are:

Director Name	Office	Chair / Program	Committees
Joe Petito	President	SCRRF	SCRRF
Terry Wells	Secretary		FLL, SCRRF
LeRoy Nelson	Treasurer	NTG, Website	FLL NTG, SCRRF, Website
Eileen Kahn	Director	SP	SCRRF, SP
Greg Vallone	Director		Audit, NTG, SP
Yesenia Karamanos	Director		Audit, NTG, SP, Website

FLL = FIRST LEGO League, FTC = FIRST Tech Challenge, NTG = Nelson Team Grants,  
 SP = Special Projects, SCRRF = Southern California Regional Robotics Forum

All **Officers** need to be elected, **Committee Chairs** need to be selected, and **Committee Members** need to be assigned each year.

LeRoy

LeRoy E. Nelson

Treasurer, Los Angeles Robotics

[LeRoy@LARobotics.org](mailto:LeRoy@LARobotics.org)

<http://LARobotics.org/NelsonTeamGrants.html>

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