

**Safety and Education Foundation Board meeting minutes** **December 10, 2024**  
**Virtual Meeting** **started approximately 10 AM (CDT) – ended approximately 11:00 AM (CDT)**

**ATTENDEES:**

Mark Waddell (President)	Carrie Woods	Tony Sobczak
	Tim Loy	Bruce Kaufman
	Stephen Locke	

Chuck Cali (ex-officio; COPA Training)

*T J Shembekar (ex-officio, COPA Board) – excused*

Timm Preusser (invited guest – European representative)

The following is a summary of the meeting events – not necessarily in the order of discussion, and includes information supplied in advance of the meeting.

**SECRETARY REPORT**

Minutes November 2024 – the minutes from the last meeting had been reviewed by Mark Waddell and distributed; they were approved by all.

They will be uploaded to Basecamp and posted on COPA website.

The SEF board is due to elect officers (terms expire in January).

The officer positions were reviewed; nominations were made and voted upon individually.

President: Mark Waddell nominated, agreed to serve another year; approved unanimously.

Secretary: Bruce Kaufman nominated, agreed to serve another year; approved unanimously.

Treasurer: Stephen Locke nominated; agree to serve a year; approved unanimously.

Vice Chair: this position has not been filled in past; it was noted that this position does not necessarily lead to assuming Chair position. Carrie Woods was nominated, accepted the position; approved unanimously.

The annual Conflict of Interest attestation will be due in January. Bruce Kaufman and Mark Waddell will update the form (to allow for listing of conflicts), and send the finalized form to TJ Shembekar for distribution (and allowing for electronic signing).

**PRESIDENT – TREASURER REPORT**

Financial Update – for SEF and COPA Training operations

The financial reports through November 30, 2024 have been uploaded to the financial documents folder on Basecamp.

The financial reports for the SEF LLC (statement of cash flows, profit and loss, balance sheet) have been made available to the Board, through 30 November 2024.

The financial reports for the COPA Training LLC (statement of cash flows, profit and loss, balance sheet) have been made available to the Board, through 30 November 2024.

**Current bank balances (as of December 9, 2024)**

SEF Accounts

- Chase Checking 0792            \$112,012
- Chase Investment 1522        \$164,191
- Chase Endowment 8544        \$ 26,286 (restricted)

- Chase credit card \$ (12,683)

#### COPA Training Accounts

- Chase Checking 8568 \$ 6,241
- Wells Fargo check account \$ 20,498

Review of the revenues and costs for online and in person training was done by Mark Waddell.

Online training will end the year essentially revenue neutral. All expenses were rolled into one category, and the costs were covered by grants from COPA c7.

In person training was shown to return a profit, but only because the Training LLC overhead costs were not allocated to these courses. This profit only partially covers the overall overhead costs of the LLC.

It is anticipated that in 2025 there will be lowered overhead costs (primarily contracts); in 2024 there were four contracts, and one of those has not been renewed.

Mark Waddell reported that the COPA c7 board has decided to alter the way they have been awarding grants to the Training LLC.

For 2024 the grants have been awarded after submission of requests for funds, with the total capped at \$100,000 for the year.

For 2025, the COPA c7 board will be awarding \$150 per attendee at the CPPP events, with a cap of no more than \$100,000 for the year. Given this past year's attendance, it is anticipated that the full \$100,000 will be realized.

No questions were raised, and no further discussion was undertaken at this meeting.

## **COPA TRAINING**

The Australia CPPP has just completed and was well attended. Those attending were very appreciative of the courses and instruction.

The Training LLC has been working on the events for 2025.

The ground only registration fee has been lowered to \$799 (from \$850) – with the intent to stress the value of this course.

Work is being done to revitalize old courses (not currently in use) and purpose them for the Online learning portal.

CPPP attendance data from 2023 and 2024 had been presented to the Board.

First time CPPP attendees were broken out (as self-reported at time of registration).

2023 - 516 attendees (45% attending first CPPP).

2024 – 678 attendees (38% attending first CPPP); net increase year to year – 162

2023		TOTAL	1st CPPP	PCT 1st	2024		TOTAL	1st CPPP	PCT 1st
US	HND	48	15	31%	US	MLB	99	38	38%
	MLB	70	25	36%		TYS	120	35	29%
	ICT	47	23	49%		FNL	73	31	42%
	PIT	12	6	50%		SAC	51	21	41%
	BTV	63	26	41%		ICT	36	11	31%
	MYR	63	38	60%		San Carlos	42	23	55%
	POR	25	16	64%		PEA	15	5	33%
	WAU	28	16	57%		SOP	27	11	41%
	HOU	17	9	53%		LOU	23	11	48%
		373	174	47%		PYM	40	13	33%
							526	199	38%
INTL	EDSB	23	7	30%	INTL	EDSB	24	11	46%
	EDFC	36	12	33%		EDFC	15	5	33%
	EGJB	27	10	37%		EPPO	8	4	50%
	LOWS	13	7	54%		LOWS	16	10	63%
	EHGG	12	6	50%		Australia	89	26	29%
	BRAZIL	32	15	47%			152	56	37%
		143	57	40%					
TOTAL		516	231	45%	TOTAL		678	255	38%

The Training board is reviewing the final financial information from 2024. This will be formulated into a budget covering 2025. This will be presented to the SEF for review, but Mark Waddell has been directly involved in the ongoing financial affairs of the Training LLC; he has kept the SEF Board informed of the budgeting.

The Training board will also be working to update their Bylaws and elect their new officers.

**FUNDRAISING**

COPA c7 approved a grant payable to COPA Training in the amount of \$51,371 to cover remaining 2024 video production expenses, The COPA c7 contributions/donations will total nearly \$100,000 (their approved amount) by the end of the year.

Other cash donations:

A donation of \$1,000 has been received (not included in above account balances).

A repeat donor is expected to donate \$5,000.

Outstanding amounts from Migration fundraising total \$12,500, and some are tied up with transfers from brokerage accounts; they are expected to be completed by Dec 31st.

The COPA C7 pledged matching donations up to \$10K/quarter, and has paid \$32,344 year-to-date in Q1-Q3 matching donations.

Tim Loy has been involved in a donation of an aircraft to the SEF.

The aircraft is an Experimental Cub – based in Utah. The current owner requires it to be removed from its hangar (losing the hangar) by the end of December.

The SEF has been in discussions with its lawyer – and no specific legal issues have been identified.

In addition, a broker has agreed to provide services to sell the plane.

Insurance is being arranged.

The Board discussed the logistics of taking control of the airplane, moving and storing it by the end of December 2024.

**NEW BUSINESS**

Mark Waddell joined the rest of the SEF Board in thanking Timm Pruesser for his more than 10 years of service to the Foundation. Timm was an original and founding member of the SEF who finished his terms of service this year. He was instrumental in the development of the SEF.

Timm has taken on the role of International Provost in the Training LLC, and the SEF Board has invited him to attend all of their meetings as an ex-officio participant.

No further new business was raised.

No further business was identified, and the meeting was concluded.