

## 2018 Summary Update of the Administration and Finance Committee

**2018 A&F Committee Members:** James D. Pace, K7CEX, Chairman; Richard J. Norton, N6AA; Mike Lisenco, N2YBB; David Woolweaver, K5RAV; Kermit Carlson, W9XA; Jeff Ryan, KORM; Rick Niswander, K7GM; Rick Roderick, K5UR (ex officio).

**Staff Participants:** CEO Barry Shelley, N1VXY and CFO Diane Middleton, W2DLM.

*Director Pace chose not to run for re-election in 2018. Thus, this report was compiled from the year's minutes, by January 2019 acting chairman Greg Widin, K0GW, as an overview/summary of A&F's 2018 activities.*

**Activity:** The following activities and committees were under A&F oversight in 2018:

- Mintz and Hoke (M+H) project—ongoing; progress report in January;
- CEO Search Committee—completed;
- ARRL IT—major work: Membership and Development, DXCC rewrite and PCI compliance;
- Logbook of The World—see separate report, Document 19.

A major responsibility of A&F is to remain up to date with and review the League's financial situation. Details of this situation are covered in the CEO and Operations Report, the CFO report and the yearly Financial Plan; all of these are distributed separately from this update.

During 2018, several topics were to be covered by sub-committees of A&F, appointed by the Chairman. These groups report periodically to the committee:

- ARISS sub-committee—to be presented at January 2019 meeting;
- QSL bureau funding and dispatching fees—progress report in January, final in July.

Progress reports were given by these sub-committees of the Executive Committee:

- Trademark sub-committee—completed;
- VE e-filing sub-committee—pilot program under way;
- Volunteer Monitoring program—details being finalized with FCC;
- Legislative Affairs committee—pursuing request to FCC.

As occurs every year, ARRL finances were audited by CohnResnick, who noted no issues or concerns in ARRL's financial records and methods.

A&F reviewed issues concerning the Repeater Directory and RFinder. Staff was asked to work further with RFinder to address issues of accuracy and timeliness of corrections. It was noted that though there is still work to be done, there has been improvement in 2018.

In addition, A&F reviewed 2018's publications program. 2018 saw the first-ever multi-volume set of the Handbook, which has been very successful. Publication decisions are being made by the entire group of department managers to ensure that new titles can be supported successfully.

A&F reviewed Section Manager budgets, and agreed to some changes in the definition of supplies to more closely match the way SMs use their budgets. This was to be communicated through Field Services.

ARRL's capability to accept PayPal for online purchases is contingent on updates to ARRL payment systems. The committee will receive an update on the complexity and cost of these updates at the January 2019 meeting.

A&F reviewed the 2019 Plan, which has been submitted to the Board. After discussion, the committee voted unanimously to recommend to the Board adoption of the plan at its January meeting.

This document is necessarily a summary of the updates and reports of many different sub-committees. Details may be found in separate reports of those committees, or in the detailed minutes of individual sessions of the A&F Committee.

Respectfully compiled and submitted,

Gregory P. Widin, KOGW  
A&F Acting Chair, January 2019