

**SSFL Community Advisory Group  
Bell Canyon Recreation Center  
Meeting Minutes  
October 16, 2013**

1. Chair Alec Uzemeck called the meeting to order at 7:00 PM.
2. Comments from Chair Alec Uzemeck
  - A. Leigh Nixon, our secretary, has resigned due to the need to care for her mother who was struck by an automobile.
  - B. The CAG response to the NASA DEIS was compiled from individual member's inputs to NASA, placed with a cover letter, bound into a report and sent to NASA.
  - C. The CAG meeting day selection was discussed and three options were put forward: Wednesdays, Mondays or alternate between these days each month. A show of hands indicated a preference for Wednesdays. Ron Ziman suggested that a Doodle.com poll be held so that we get everyone's opinion. Alec agreed.
  - D. Alec nominated Brian Sujata to be CoChair for the Technology Committee citing the workload and need to get projects identified quickly. Brian gave a brief statement of his past history and was elected unanimously to the CoChair position. Brian said that he would have a plan for the Technology Committee that he would show at the next CAG meeting.
3. Alec made a presentation on a communications plan and framework and this presentation was developed during the Special Executive Committee meeting held on the prior Saturday. This covered the major areas of communication for a group such as the CAG and included the Internet, electronic capabilities, major projects, liaison with legislators, RP's and agencies and information flow such as emails and flyers. Christina Walsh questioned the propriety of this presentation and was told by the Rules CoChair that it was a information proposal and thus it was acceptable and it did not include any action/ changes. Walsh agreed with Sujata's suggestion to prepare a communications plan that included the main elements of the presentation and brief the members at the next scheduled meeting.
4. Alec made a proposal to strengthen the CAG brand name recognition by incorporating other organization names with its own for working toward a common purpose. The membership pointed out the various difficulties with such an action and Alec withdrew the proposal.
5. Ron Ziman presented rules and charter changes for establishing the requirements and procedures for new CAG members. The rules and charter changes were approved unanimously.
6. The public spoke with one individual requesting more SSFL content in the CAG meetings. Chris Rowe spoke cautioning the members about the conflict that may occur in decisions made in other organization membership and then making a decision on the same subject in the CAG.
9. After setting the next meeting date at November 20<sup>th</sup> the meeting was adjourned.