



of the annual meeting
of Mid-Atlantic Robotics
d/b/a FIRST Mid-Atlantic
on
Thursday, June 25, 2020
Location: Zoom

1.0 Call to Order

The Annual meeting of Mid-Atlantic Robotics, A New Jersey Non-Profit Corporation ("the Corporation"), was held on June 25, 2020. Christopher Lester called the meeting to order at 7:02PM , Liz Sheffield recorded the minutes.

<i>Members</i>	Present	<i>Staff</i>	Present
Christopher Lester, <i>Chairman</i>	<input checked="" type="checkbox"/>	Joseph Troy, <i>Program Director</i>	<input checked="" type="checkbox"/>
Jim Hobin, <i>Vice Chair</i>	<input checked="" type="checkbox"/>	Herb Katz, <i>Development Director</i>	<input checked="" type="checkbox"/>
Lauralynne Cokeley, <i>Treasurer</i>	<input checked="" type="checkbox"/>	Frank Larkin, <i>FLL Program Director</i>	<input checked="" type="checkbox"/>
Paul Kloberg, <i>Director at Large</i>	<input checked="" type="checkbox"/>		
Liz Sheffield, <i>Secretary</i>	<input checked="" type="checkbox"/>		
Steve Compton, <i>Director</i>	<input type="checkbox"/>		
Kevin Dieterle, <i>Director</i>	<input checked="" type="checkbox"/>		
Thom Galie, <i>Director</i>	<input type="checkbox"/>		
William Garfield, <i>Director</i>	<input checked="" type="checkbox"/>		
Eileen Larkin, <i>Director</i>	<input checked="" type="checkbox"/>		
Ali Marinari, <i>Director</i>	<input checked="" type="checkbox"/>		
Gene O'Brien, <i>Director</i>	<input checked="" type="checkbox"/>		
Brian Sherman, <i>Director</i>	<input checked="" type="checkbox"/>		

With 32 members present, needing 20, it was determined that a quorum was present and the meeting, having been duly convened, was ready to proceed with business.

2.0 Welcome

C. Lester welcomed members to the annual meeting, noting that the Board of Directors election was on going and would be open until 7:30 PM EDT.

2.1 2019 Annual Meeting Minutes

A motion was made by G. O'Brien (seconded by **J. Hobin**) to approve the minutes of June 22, 2019. With no further discussion, the motion carried.

3.0 FRC Annual Update

J. Troy provided an update on FRC. In the 2020 season, FMA had 5 rookie teams increasing the total number of teams to 130. FMA has been growing at a rate of 2:1 for veteran teams who do not return. In 2020-2021, J. Troy will look to bring back veteran teams who have gone away back into the program.

Hatboro-Horsham was the only event that successfully ran in the FMA 2020 season due to COVID-19. FIRST cancelled the 2020 FRC season and in 2021 will be replaying the 2020 game. Rookie teams will retain their rookie status in 2021. Teams without any official game play will receive vouchers that can be applied towards the initial team registration. Teams will be able to reuse the robot.

J. Troy sent out an end of season questionnaire to lead mentors. 83 teams have responded, no team has indicated they do not intend to participate in next season, 36% are unsure, 64% are saying yes. We also asked about travel, and other concerns.

4.0 FLL Annual Updates

F. Larkin provided an update on FLL. PA Southeast had a 21 team increase and 9 qualifiers. A championship event occurred at Springside Chestnut Hill Academy. PA Southeast 2 teams eligible for worlds, and were given two slots for the global innovation award. FMA had 85 FLL Jr teams and 6 expo events.

A new registration and invoice system was implemented in 2020, with only 10% of payments manually processed.

FMA increased venue support and standardization this year. FIRST has changed the FLL branding but FMA will be able to continue to use the apparel purchased this year in the coming season.

In April FMA became the affiliate partner for PA-Southeast (223 teams) and legacy PA East (63 teams). Legacy PA-East FLL Jr went to another affiliate partner. FIRST refers to this region as PA East.

FIRST is currently considering remote FLL events, FMA awaits guidance from FIRST.

5.0 Dev & Advocacy Annual Update

H. Katz provide an update on sponsorship and advocacy work. FMA gained three new sponsors this year: Stryker, Becton Dickinson, and the US Army.

In the coming fiscal year, H. Katz will focus on 5 core goals:

- increase sponsors
- create sponsor engagement opportunities
- distribute Mechatronics curriculum in partnership with NJIT
- conduct teacher professional development
- support NJ Assembly Bill 2455

6.0 Financial State of the Corporation

L. Cokeley reviewed the FMA Balance Sheet and the FMA Budget for 2020-21. The 2020-2021 FMA Budget is intentionally conservative to insulate FMA from the ongoing ambiguity due to the COVID-19 crisis.

7.0 FMA Internal Audit

J. Hobin provided an overview of the Audit Committee findings. All bills were paid in time and in full. FMA was late in sending out 1099.

The Audit Committee recommends the 1099s be distributed as soon as possible.

The Audit Committee recommends the implementation of a new QuickBooks system to simplify access, the 1099 process, and the creation of reports.

The Audit Committee recommends that in the future events do better at getting copies of licenses and Col from each vendor.

The Audi Committee recommends that vendor contracts have clear and more favorable cancellation terms.

8.0 Updated Website Preview

K. Dieterle provided an overview of the website redesign project currently underway within the IT Committee. Key features of the new site included search, membership self management, board documents (including policies, meeting minutes, and meeting info), event information, and information integration (social feeds, news/press, mailing lists).

9.0 General Membership Q&A

M. Koger asked if FMA will be issuing guidance on COVID-19 precautions for team meetings.
C. Lester responded that FMA is looking forward to additional guidance on the matter from FIRST.

J. Hofmann asked if FIRST will be enhancing the student registration portal.

J. Tory responded that FMA is also awaiting information on the enhancements from FIRST. FIRST is currently working on the student registration portal and other technical enhancements.

10.0 2020 Board of Directors Election Results

R. Gerdes shared the 2020 Board of Directors Election results. With 104 out of 178 members voiting, Ali Marinari (89 votes), Garrett Dicken (80 votes), Gene O'Brien (73 votes), and Nikki Stout (58 votes) are elected to the FMA Board of Directors.

11.0 Adjourn

There being no further business, the meeting was adjourned at 8:22PM

Submitted by Liz Sheffield

Approved June 24, 2021