

Report of the Administration and Finance Committee

January 2016

2015 A&F Committee

Members: Chairman Greg Widin, KØGW; Directors Rod Blocksome, KØDAS; Jim Boehner, N2ZZ; Dick Isely, W9GIG; Jim Pace, K7CEX; Vice Director Mike Lee, AA6ML; Rick Niswander, K7GM; Kay Craigie, N3KN.

Staff: Barry Shelley, N1VXY; Diane Middleton, KC1BQF; Harold Kramer, WJ1B; Dave Sumner, K1ZZ.

Committee Activities

Finance issues.

Full descriptions of financial results are contained in the report of the CFO, and will not be repeated here.

A major capital purchase was a new phone system for Headquarters, and which also includes Washington officed employees. The system is also much more configurable, which should facilitate better customer service. The transition to the new system was virtually unobservable to those outside Newington.

The test of ACH direct deposit is complete and it is now operational. This method has been offered to the Board family, and will shortly be offered to Section Managers.

Treasurer's Report.

Beyond the topics presented in the Treasurer's Report to the Board as a whole, A&F also considered the question of what portion of the League's assets should be considered an operating reserve. A&F received an update on this issue at its November meeting, and is due to receive suggestions of a process dealing with this topic at the January 2016 meeting.

Electronic Books.

A&F discussed the pricing and cost of electronic books, especially of books which are available at greater cost in paper form. At this point, electronic publication seems to be providing incremental revenue, rather than cannibalizing sales of hard-copy media. For example, the availability of electronic copies of *Ham Radio License Manual* has not reduced the sale of print versions. On the other hand, the economics of producing electronic media are likely to make it possible to produce more-targeted publications in a cost-effective way, because the fixed cost of producing the first copy is so much lower. This is a dynamic area, with which many publishers are now struggling, so there will be a continuing requirement for A&F to monitor the associated issues.

2016-2017 Financial Plan.

The 2016-2017 plan based on the \$10/year dues increase was reviewed by A&F and recommended to the Board for adoption at the January meeting. The document was sent to ODV in December, and an online Q&A session concerning it has been announced for January 5.

Logbook of The World.

Considerable progress has been made in paying off the technical debt with which Logbook began 2013. In 2015, we lost and replaced one of the two analysts hired in May 2014.

Logbook downtime so far in 2015 has been minimal, and generally has been due to upgrading, which demanded a shutdown and re-boot, rather than due to failures or intrusions. (See graph in Document 23, the Report of the Logbook Study Committee [LSC]).

Also in 2015, the committee revised its model for the support of awards outside ARRL. An Application Program Interface (API) to LoTW was defined and tested by programming the NPOTA event support in this manner.

The LSC's goal for LoTW has always been to make it the premier confirmation source for amateur radio QSOs worldwide. Accordingly, we have begun talks with a number of other amateur radio organizations, and they are all interested in some sort of integration or cooperation with LoTW. Discussions with other sponsors are still in early stages, and discussions are sufficiently preliminary that they cannot be identified here, but ARRL's critical difficulties with LoTW have been surmounted, in adequate time so that others have not yet built a competing database of comparable solidity and perceived reliability.

IT Project Status.

As usual, A&F will receive an update on ARRL's IT project list at its January meeting. This will describe the status of the individual projects in IT. It will be distributed to the Board as part of the CFO's report package.

Some delay to other projects occurred in order to support the NPOTA, but most of that work is now back on track. In 2015, besides NPOTA, IT worked to apply finishing details to the Centennial program. Further work was completed in response to the vulnerability review, and new capability put in place to monitor versions and vulnerability of software on computers within the ARRL domain. A policy on IT requirements has been drafted, and is in review. Also, the Advertising and Club modules in AIS have been completed, bringing us closer to eliminating some troublesome legacy dependence.

2015 saw some important discussions in A&F concerning methods to permit ARRL to incorporate software contributions of volunteers, at the same time maintaining security and consistency of interface.

There have recently been suggestions that it is time for an update to the ARRL.org website. Such a project would undoubtedly require a significant expenditure. Preliminary discussion of a web site update will be on the A&F agenda for January.

Information requested for the January 2016 meeting of A&F.

Based on actions at its July and November meetings, the A&F committee expects to receive the following information.

- Report of the committee investigating the wind up+proposal.
- Report of working group studying the allocation of Division budget funds.
- Proposed process for ARRL operating reserves.
- Draft policy concerning data requests, who may make them, and the process for doing so.

Respectfully submitted on behalf of the committee,
Gregory Widin, KOGW, 2015 A&F Chairman

As is customary, A&F will again meet in Newington on 14 January, the Thursday before the annual Board meeting.