



**Lowell Observatory Advisory Board
Meeting of the Executive Committee**

Tuesday 13 December 2016

I. Welcome and Introductions

The meeting was called to order by Chairman Michael Beckage at 10:05 a.m. Present were Executive Committee (EC) Members Robert Ayers (Secretary), Drew Barringer, David Connell, Leo Crowley, Tom Ensign, John Giovale, Jim McCarthy (via phone), Kent Robinson (via phone), Pamela Ross and Donna Weistrop. Kay Corbin attended as a guest. Also present were Lisa Actor (Deputy Director for Development – DDD), Jeffrey Hall (ex-officio), Anne LaBruzzo (Deputy Director for Administration – DDA), Michael West (Deputy Director for Science - DDS), and Lowell Putnam (Trustee). Mattie Harrington and Robert Ayers recorded meeting minutes.

II. Minutes of Meeting on 11 October 2016

The minutes were approved with a small wording change.

III. Lowell Observatory Foundation (LOF)

David Connell, chairman of the LOF, reported that a large bequest was gifted to the Observatory and can be moved to the Foundation. Two other significant gifts were received. There is now over \$4 million in the foundation, including approximately \$2 million that came from the Millennium Fund.

IV. Governance

We briefly discussed the "Governance" paper presented by the Trustee, which contains helpful information regarding the Estate of Percival Lowell and the roles of the Sole Trustee and the Lowell Observatory Foundation.

V. Capital Campaign Update

Lisa Actor gave an update on the campaign and the next steps going forward. We have raised \$3.8 million, much of that from a large bequest and from the Marley Foundation. We discussed details of pledges and wills and when gifts are recognized.

VI. Marketing & Business Development Team (MBDT)

Tom Ensign discussed "The Lowell Brand" and reviewed the existing draft of the Brand Policy Manual.

Millennium Fund

Michael Beckage reviewed the disbursements made to date in 2016, which total \$78k. Director Hall made a request for a distribution of \$27k to cover costs associated with unexpected grounds maintenance. A motion to approve was made and passed unanimously.

VII. Director's Report

Director Hall presented slides highlighting various aspects of the observatory budget for 2017, including the significant gifts to the LOF, areas of funding need, and objectives for the year ahead. Director Hall noted that grant success in 2016 has been good.

2017 objectives include creating a "Campus Master Plan". The plan includes a seven-year financial plan, raising \$5 million for the foundation, a possible planetarium, and increasing the public awareness/profile of the Observatory.

The Navy Prototype Optical Interferometer was discussed. The relationships with the USNO (Naval Observatory) and NRL (Naval Research Laboratory) are evolving.

VIII. Future Meetings, New Business

The Technology Committee meets in the same room at 1:30 today.

The Investment Committee will meet in southern Arizona, 29-31 January.

The next EC meeting will be in March, date TBD.

The annual Advisory Board meeting will take place on June 2nd & 3rd. An Executive Committee meeting will be held on Thursday June 1st.

The meeting was adjourned at 12:05 p.m.