

## **Report of the Administration and Finance Committee July 2022**

The Committee and the ARRL welcomed a new treasurer, Mr. John Sager, WJ7S, who began his term on May 1<sup>st</sup>, 2022. Retiring treasurer Dr. Rick Niswander, K7GM stepped down after ten years of exemplary service to the League and its members. The Committee entered a motion into the minutes expressing its appreciation, thanks and gratitude for his many years of service to this committee, the League and its members. The motion was passed unanimously with standing applause.

The 2022-2023 Financial Plan was submitted to the board and was approved per Minute 33 of its January meeting.

The Ad Hoc Investment Management Committee (IMC) created by Minute #40 from the January, 2021 board meeting has completed its tasks as of May 31, 2022 and the permanent IMC is now in place. The Ad Hoc Committee's final report will be submitted to the board at its July 2022 meeting. The A&F Committee thanks IMC Chair Mr. Morine and the Committee for its diligence in standing up the new permanent IMC.

The audited financial results for 2021 were provided to the Committee and the final audit report is scheduled to be presented by CohnReznick during the July A&F meeting. The Paycheck Protection Loan provided to the ARRL to support operations during the COVID pandemic has been forgiven. A gain from operations (against a planned loss) was reported primarily due to significant underspending of expenses, a tax credit, investment gains, and greater than planned contributions. The numbers will be provided publicly after the receipt of the auditor's report and filing of the Form 990 with the IRS.

The Treasurer reported that the market reacted negatively to the pandemic but did recover slightly. Both stock and bond markets were lower. It is expected that markets will continue to fluctuate due to the current global economic turmoil as a result of the stoppage of product creation and other work products during the pandemic and the resulting logistics/supply chain issues. The League was fortunate that our investments provided a cushion during this economic downturn.

The CEO reported that the Personify system went live and there were issues surrounding the database. Several users reported the inability to log in and HQ Customer Service fielded dozens of calls and either walked users through the process of setting up their credentials again or referred issues to IT. As of this writing, there are still some latent issues being worked on. The CEO also stated that the ARRL Website development plan is in progress with an eye towards updating it and making it more user-friendly.

HQ continues to pursue electronic balloting for ARRL Director and Vice Director elections and it is expected that a status update will be presented to the Board at the July 2022 meeting. This issue is being managed by E&E and that committee will issue reports and status going forward.

A sub-committee was formed to investigate and report on Logbook of the World upgrades needed to improve the application and a report will be provided to the Committee at its July 2022 meeting.

A sub-committee was formed to investigate and report on new long-term revenue possibilities to stem the dwindling dues and publication sales figures that beset all players in the printing industry. The League suffers from the same problems as seen by newspapers and magazines around the globe with respect to acceptance by younger consumers to media printed on paper and mailed to their homes.

Methods for attracting this demographic must be researched. A status report will be provided to the Committee at its July 2022 meeting and subsequently to the full board.

A review of HQ staff salaries was conducted and by-and-large, the League is in-step with salaries for like-situated non-profit organizations in the Hartford area market. There were a small number of individual salaries or job levels that were adjusted based on the recommendations of the survey company.

The Committee commissioned an employee satisfaction survey which was conducted in June. There was very good participation from HQ employees. Results will be shared at the A&F Committee meeting in July and with staff at a date to be determined in the near future.

A new Board Meeting management software package has been obtained and is being rolled out for use at the July 2022 board meeting. All documents will be managed by this application and there will be no paper distributed during the meeting.

Respectfully submitted:

Jeff Ryan, KØRM  
Chair

For the Committee: Mr. Baker, Ms. Jairam, Mr. Kemmerer, Mr. Norton, Mr. Sager, Mr. Marcin, Mr. Nelson, Mr. Minster, Mr. Roderick, Mr. Raisbeck, Ms. Middleton