

Minutes of the TASSA Transition Team Meeting

Date: 26 September 2010

Time: 15:00 – 17.00 pm

Place: Potomac, MD

Attendees

Haluk Unal

Bulent Basol

Huseyin Abut

Ozgur Kocaturk

Agenda

1. Opening of the meeting.
2. Approval of the minutes of the past meetings (Daver and Ozgur to compile past minutes)
3. Discussion on holding the General Stakeholders meeting in 2011
4. Discussion on the 2011 TASSA Conference
5. Discussion on how to handle the requests from Turkey that require TASSA attention
6. Discussion on the proposed By-Laws
 - a. Implications for corporate charter
 - b. Objectives
 - c. Management Structure
 - d. Board Structure
 - e. How to introduce management accountability and checks and balances into the by-laws
7. Steps to follow getting feedback from TASSA stakeholders.
8. Next meeting date and time.
9. Adjourn.

Haluk Unal provided web connection with on-line members who are Huseyin Abut and Bulent Basol. Haluk Unal opened the meeting. Meeting minutes will be posted to the web site after Daver Kahvecioglu reviews the previous minutes.

Haluk Unal reminded that terms of reference state that Stakeholder Assembly will be conducted in 2010. A motion was moved by Huseyin Abut to conduct the Stakeholder Assembly in conjunction with next TASSA conference in 2011. The motion was seconded by Ozgur Kocaturk and passed unanimously.

Haluk Unal summarized the outlines of his meeting with Murat Tarimcilar and Refik Soyer in Washington DC on September 22 2011. Murat Tarimcilar agreed to deliver self-sustaining TASSA conference in April 2011. However, Murat Tarimcilar wants to borrow \$10k with a promise to pay back after the conference. Huseyin Abut said that all surplus also should be returned to TASSA and the amount should be audited. Transition team will give the final decision after receiving the draft conference budget proposal from Murat Tarimcilar.

Haluk Unal also informed that Refik Soyer presented the TASSA bank balance of \$110k. There are some recurring expenses such as phone and web meeting/hosting charges those need to be cancelled.

Haluk Unal started discussion on how to handle the requests from Turkey that require TASSA attention. Transition team members first discussed the meeting request from Tamer Ayar who is working as a project manager in Undersecretariat for Defense Industries in Turkey. Members decided to inform Tamer Ayar about the current transition phase of TASSA and forward this request to Aysenil Belger who has organized previous meetings with the same group in past. Huseyin Abut suggested asking Aysenil Belger to provide an update to the transition team members after the meeting. Team members discussed also the sponsorship request from Ayhan Izmirli for 1. Izmir Renewable Energy Conference in Turkey on October 2011. Team members decided that Haluk Unal will send an email to Ayhan Izmirli to learn more details about his expectations from TASSA as a sponsorship before giving a final decision.

Haluk Unal offered to move on discussion about the draft bylaws. Bulent Basol offered to go over the previous bylaw and change/correct the articles if necessary. Bulent Basol suggested to talk with previous TASSA board members to get feedback about the potential problems rise from the existing bylaws. Huseyin Abut offered to rephrase TASSA purpose as discussed in previous meeting without changing the charter. He also offered to define TASSA as a non-profit organization in the name and purposes section of the draft bylaws. Haluk Unal asked Ozgur Kocaturk to contact with Yalcin Sert to retrieve all email exchanges, documents written by peer review panel and previous TASSA board in TASSA database. Members agreed on evaluating these documents before talking with previous TASSA officers.

Team members decided that conducting bi-annual conference, publishing annual report of scientific contributions of TASSA members every year and organizing the web site will be listed as TASSA programs in the bylaws.

Haluk Unal reminded that he sent a list of legal question to Timur Edib who will provide legal opinion about if the procedures followed in the formation of the Transition Team is in conformity with the rules and regulations guiding the management of nonprofit organizations.

The previous bylaws defines regular member as a resident of United States or Canada. Transition team decided that to remove "Canada" in the draft bylaws.

The transition team continued discussion on the draft bylaws.

The new meeting will be held at 5:00 pm (EST) on October 8 2011.

Meeting adjourned.