

National Association of Rocketry Policies – April 2012 Update

Name	Where Adopted	Date	Policy
President role in day-to-day operation of NAR	Board Meeting Huntsville	8/1/1988	The Board affirmed its delegation of authority to the President to deal on all day-to-day matters of the Association, including the direction of Association activities through coordination with the Board-approved committee chairpersons. To keep the Board informed of such activities, the President shall report such routine activities, in summary form, at least monthly and, in addition, report to the Board within seven days any situations he believes may require that Board action be taken prior to the next regularly scheduled Board meeting.
Election results publication	Assoc. Mtg. NARAM-30 & Board Jul 95	8/8/1988	The results of Board of Trustees elections, complete with numerical vote tallies, shall be published in the first available issue of an NAR official publication after the election.
Fund transfers by committees	Board meeting Huntsville	2/1/1989	NAR policy concerning fund transfers by Committees shall be: intra-committee transactions are left to the discretion of the chairman; inter-committee transactions require notification of the President and Treasurer; and extra-committee transactions may only be approved by the NAR President.
Scope of NAR rocketry activities	Board meeting	10/26/1990	The Board of Trustees affirms the following: <ol style="list-style-type: none"> 1. That the Association was founded as and is an educational not-for-profit organization servicing all forms of non-professional consumer rocket activities. 2. That it is in the interest of the Association to expand its existing testing and certification program to include all non-professional consumer rocket motors. 3. That mixed operation of model rockets and other non-professional consumer rockets on a single range shall be permitted, provided that each class of rocket is operated in accordance with the safety code applicable to that class of rocket.
Membership list availability	Board meeting Dallas	2/1/1991	The NAR membership list may be made available to members or sections when it is determined by the Board to be in the interests of the NAR.
NAR/TRA Mutual Cooperation and Non-Interference	Board meeting Dallas	2/1/1991	The following resolutions were adopted jointly by the NAR and Tripoli Boards and were directed to be published to their respective memberships in the next issue of each Association's journal: <ol style="list-style-type: none"> 1. Tripoli and the NAR agree in principle to a policy of mutual cooperation on issues pertaining to sport rocketry activities. 2. Tripoli and the NAR agree to a policy of mutual non-interference in the internal organizational activity of the other association; and to a policy of non-endorsement with respect to election activities of the other association. 3. Tripoli and the NAR agree to respect and not to interfere with the access of the other organization to the NFPA process. 4. Tripoli and the NAR agree in principle to the establishment of joint sporting activities and to the increased mutual interaction between the members and clubs of the two organizations.

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Board member's individual voting record	Assoc.Mtg NARAM-33 & Board Jul 95	8/4/1991	At all Board of Trustees meetings, when a vote is taken of the members of the Board the minutes shall reflect how each member has voted by name.
Section senior advisor requirements	Board meeting Phoenix	1/13/1995	A NAR section senior advisor need not be elected or appointed so long as the section president is a senior member of the NAR. This individual then [also] serves the role of senior advisor in a sense that this person is the one who will be receiving all of the appropriate material from Headquarters.
Section name duplication	Board meeting Phoenix	1/13/1995	The Board agreed with a Section Affairs Committee policy on duplication of section name acronyms: to ask new sections that propose to duplicate current section name acronyms to alter them so that they are not duplicative.
Introduction of new technology into the hobby	Board meeting Phoenix	1/13/1995	The NAR will use the NFPA Code-writing process supported by technical analysis and testing, as the preferred basis for introducing new technology to the hobby. The Board further directed the NAR President to liaison with Tripoli, to encourage Tripoli to take the same position, and directed the NAR NFPA Liaison to work with the manufacturers to achieve consensus in the sport rocket caucus to accept these procedures.
Board meeting ground rules	Board Meeting Phoenix	1/13/1995	The Board adopted the following as ground rules/policy for the conduct of its members: 1. We require a full financial accounting for funds under a volunteer's control 2. We insist funds be spent only on approved items 3. We insist that Board members excuse themselves from votes on issues where they have a business stake in the outcome
Use of TRA certified motors	Board Meeting Geneseo	7/22/1995	The NAR will honor Tripoli certifications of rocket motors at NAR launches.
Manufacturer demonstrations of non-certified motors	Board Meeting Dallas	7/30/1997	Manufacturers may conduct demonstration launches of non-certified motors at NAR events under the following conditions: 1. the manufacturer has presented a copy of their business license to NAR S&T per NFPA 1125 requirements 2. the proposed demonstration has undergone a technical review by NAR S&T and received their recommendation for approval 3. the RSO at the time of proposed launch retains the power to postpone or prevent the launch for safety concerns 4. the proposed demonstration has received the written approval of the NAR President

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Reuse of NAR numbers	Board Meeting Geneseo	8/3/2001	The NAR shall not re-issue membership numbers to an individual other than the one who held that number originally.
Use of CAR certified motors	Board meeting Waco	8/1/2002	The NAR will honor Canadian Association of Rocketry certifications of rocket motors at NAR launches.
Reciprocal launch privileges	Board Meeting Chicago	2/4/2004	The NAR will allow members of TRA, CAR, UKRA, and IMR to fly to their respective organizational limits on NAR ranges.
Contest Certification based on Tripoli testing	Board Meeting Kenosha	3/10/2005	Tripoli Motor Testing tested model rocket motors are to be approved as NAR Contest Certified provided they meet the Contest Certification criteria used by NAR Standards & Testing.
NAR Range Operation and Safety	Board Meeting Kenosha	3/10/2005	It is the policy of the National Association of Rocketry that sport rocket ranges sponsored by its sections, and all sport rocket launches on sites covered by NAR "site owner" insurance, shall meet all the requirements of the National Fire Protection Association Codes 1122 (Model Rocketry) and/or 1127 (High Power Rocketry), including: <ol style="list-style-type: none"> 1. All flights and other range operations are conducted in accordance with the applicable NAR Safety Code, which contains most of the NFPA Codes' specific requirements. 2. All flights are conducted using only commercially-made motors certified by an organization whose certifications are recognized by the NAR. 3. All individuals selling, using, or possessing high power rocket motors are properly certified persons, age 18 or older, who have the appropriate federal and/or local licenses and/or user or vendor permits that are required for their activities. 4. For high-power ranges, all rockets are approved for launch by pre-flight inspection and all range operations are controlled by a person with a high-power user certification from an organization whose certifications are recognized by the NAR. For high-power ranges, smoking is not permitted within 25 feet of any high-power rocket motors and no rockets are prepped or launched by persons who have consumed alcohol, or drugs that affect judgment or movement.
Active Recovery	Board Meeting Goodyear, AZ	7/28/2006	Passive recovery techniques that do not actively deploy a recovery device that changes the physical configuration of the model may not be used as a valid method of recovery for high power certification flights.
Member Insurance Deductible Payments	Board Meeting Rochester, MN	3/9/2007	In the event of a claim against NAR insurance, the member portion of the insurance liability deductible shall be \$1,000 on the member's first claim and \$5,000 on subsequent claims by that same member.
Range Safety Approval for HPR	Board Meeting Kalamazoo	8/1/2007	Every high-power rocket that is launched at an NAR launch must be approved for launch by a person certified at or above the level of the rocket being launched. If no one else is available meeting this requirement, this responsibility can be assumed by the flier of the rocket.
Use of TRA and CAR certified motors	Board Meeting Manassas	7/28/2008	The NAR policy to reciprocally recognize motor certifications by TRA and CAR is amended to be contingent on communication of the following key test data from the certifying testing organizations to the NAR: motor designation, total impulse, propellant mass, casing size, and date of certification.

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Website Links	Board Meeting Wethersfield	3/20/2009	Direct links from the NAR website will only be made to noncommercial websites whose content is consistent with the mission of the NAR.
Insurance Coordination	Agreement between NAR and TRA Presidents	12/13/2009	The following resolution was jointly approved by the NAR and TRA Board and will go into effect on March 1, 2010: Clubs which are dual-chartered as both NAR Sections and TRA Prefectures must declare in writing to both NAR and TRA HQ at least 24 hours before any launch they conduct whether that launch will be conducted under NAR safety codes and insurance or TRA safety codes and insurance. Any claims by the club, launch site owner, or dual-membership fliers resulting from accidents must be filed with the insurance carrier of the organization whose codes and insurance were declared to be in effect on that date. If notification is not made in advance, neither organization will honor insurance claims by the club or pay any share of any insurance deductible for any accident that may occur.
Access to Headquarters Database	Board Meetings Worcester & Seattle	3/12/2010 3/11/2011	Full access to the NAR headquarters database shall be limited to the following positions: President, Secretary, Treasurer, Technology Committee Chair, Section Activities Committee Chair, Sport Rocketry Publisher, Headquarters Manager, and Membership Committee Chair
Membership in NAR Sections online Yahoo Group	Board Meeting Seattle	3/11/2011	The NAR Sections Yahoo Group is recognized as the official communication mechanism among NAR leadership. Membership shall be restricted to NAR Trustees, NAR Committee Chairs, and up to two NAR members of each NAR section that should be either the president, senior advisor, or another elected section officer designated by the section president.
NAR Official Travel Expenses	Board Meeting Hutchinson	4/13/2012	Beginning with the Winter (March) 2012 Board meeting, NAR Trustees may be reimbursed up to \$500 per meeting for travel and lodging expenses actually incurred in connection with attending the meeting. This shall not apply to Board members who are in office as of March 2011. The NAR President may be reimbursed up to this same limit for attending NAR national events not involving a Board meeting. Other NAR officials who attend non-NAR business meetings to represent the NAR when requested to do so by the NAR President or Board may be reimbursed up to the full cost of their travel. The NAR President may be reimbursed for membership in the American Society of Association Executives, and the NAR NFPA representative for membership in the NFPA.
Outreach Site Owner Insurance	Board Meeting Cincinnati	7/22/2011	NAR senior members may request site owner insurance certificates for one-time only volunteer outreach events involving model rocketry and not sponsored by an NAR section, with such requests to be approved on a case-by-case basis by the NAR President
High Power Certifications	Board Meeting Hutchinson	4/13/2012	High power certifications earned by NAR members and recorded in the NAR records or on the member's NAR membership card will be fully restored to an NAR member who rejoins after a period of lapsed membership of any length.

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<p>NAR investment policy</p>	<p>Board meeting Cincinnati</p>	<p>7/22/2011</p>	<p>I. PURPOSE This Investment Policy of the National Association of Rocketry, hereafter referred to as the NAR, sets forth policies, procedures, and guidelines to guide the day-to-day administration of all NAR investment activities. The contents of this Policy are approved by the Board of Trustees and are to be followed by Management.</p> <p>II. RESPONSIBILITY The Board of Trustees is responsible for the formulation of investment policies. The Board delegates decision-making authority with respect to specific investments to the Treasurer for implementing investment policies and executing day-to-day investment decisions. All investment decisions shall be consistent with this Policy. The yield on investments is secondary to liquidity and safety. In addition to the emphasis on liquidity and safety, regulations and/or policies of the Board of Directors further constrain investment activity.</p> <p>A. Authorized Investments. The NAR may invest only in issuers of securities that are specifically authorized in this section. Each issuer of securities shall be approved by Board vote before an initial investment is made. All other investments are prohibited by regulations and/or Board policy. The following investments are legally permitted and authorized by the Board of Trustees of the NAR:</p> <ol style="list-style-type: none"> 1. Insured Bank and Savings Bank CDs, Credit Union Certificates. 2. Negotiable and non-negotiable Certificates of any domestic commercial bank, credit union, and savings bank may be acquired if the deposit does not exceed the federal insurance limit. <p>B. Maturity of Individual Securities. The maturities of investments in the portfolio are subject to the constraints in this section.</p> <ol style="list-style-type: none"> 1. Certificates of Deposit. In the case of certificates of deposit, management is restricted to maturities not later than five years. The purpose of this restriction is to reduce the risk of loss, (realized or unrealized) and the liquidity risk resulting from an increase in the level of interest rates. 2. Limitation on Amount of Invested Funds. FDIC / NCUA insured CDs. Since these CDs are insured by an agency of the US government, the total amount of funds invested in these instruments is unlimited. <p>C. Conflicts of Interest. NAR officials and employees, and their immediate family members, may not receive anything of value in connection with its investment transactions. This prohibition also applies to any other employee, such as an investment officer, if the employee is directly involved with investments, unless the Board of Trustees determines that the employee's involvement does not present a conflict of interest. All transactions must be at arms length and in the best interest of the NAR.</p> <p>D. Reporting. A standard biannual portfolio report to the Board showing the amount, maturity, yield and other basic information related to each investment shall be provided.</p>
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