



FIRST in Upper Midwest, Inc.

Board of Directors Meeting

January 17, 2021

Public Minutes

Board Attendees:

Laurie Shimizu, Mark Lawrence, Yoji Shimizu, Steve Peterson, Doug Frisk, Jane Peterson, Bryan Herbst, Jon Stratis, Laura Irvine

Invited Guests:

Ken Rosen

1. Adopt agenda
2. Recognize new board member – Laura Irvine
3. Organizational
 - a. Who's who and who already does what
 - i. *FIRST*
 1. Susan – Midwest Field Operations. Oversight of Events in MN, ND, SD
 2. Ken – RD Minnesota
 3. Laurie – FRC FIRST Senior Mentor and Co-Chief Volunteer Coordinator
 4. RPC's – Minneapolis, Duluth, and Grand Forks
 - ii. Post-season events – each as its own organizer
 - iii. Executive Advisory Board – principal funders
 - b. MN/ND/SD
 - c. Proposed schedule for upcoming year
4. How do we contribute to the success of this year?
 - a. Monthly mentor meetings (Yoji) – how do we get more teams involved?
 - b. Hub structure is strong, provides a local network for support
 - c. Challenge specific:
 - i. Find hosts for skills challenge
 1. Single team at a time, provide teams a place to test/film challenge
 2. MURA and other CRH fields
 3. Team hosts (week-0/off-season hosts?)
 4. Gyms in schools may not be available for prolonged setup (basketball practice/games are happening), but cafeterias might be
 - ii. Provide reviews for innovation/game design challenge
 1. Meeting per each challenge
 2. Target 1 week before the submissions are due (March 4)
 3. Have teams present their ideas, or do more of a roundtable discussion?
 4. Sign up form ahead of time
 5. Bryan/Jon to organize for GDC, Jane/Laura to organize for Innovation
 - iii. Virtual Chairman's Roundtables – Yoji to organize
 1. FUM provide the rooms, teams lead the sessions
 2. 2220, 4607, 2500, 2502 – past teams to reach out to as leads?



- d. MSHSL Partnership
 - i. They would likely be willing to support a virtual event of some sort
 - ii. Develop scoring formula/process for the skills challenge
 - 1. Data from FIRST – When would it be available?
 - iii. Second level of judging – top 30 teams invited to submit
 - 1. Additional FUM-specific challenge, in addition to the known scores from FIRST challenges. Should not require any modifications to the robot
 - a. Get ideas from the community?
 - 2. Need judges (requires a VC)
 - 3. Need a plan this week to present to MSHSL
 - iv. MN virtual awards show in May
 - v. Championship committee:
 - 1. FUM-specific challenge – Bryan, Laura, Doug
 - 2. Scoring/ranking – Jon
 - 3. VC – Laurie
 - 4. Awards show - TBD
- 5. Preparing for Off-Season
 - a. Field availability is key – assuming we'll get one, timing is up in the air
 - i. Champs is beginning of August
 - ii. Plan for events after Sept 1
 - 1. Prior to that, use a CRH/week-0 setup
 - iii. Field returns to FIRST in the first week in November
 - 1. Afterwards, we'd need to rent trusses, but can likely have other game-specific field elements. Would need an FMS-lite setup
 - b. In person
 - i. How do we include more teams at off-season events?
 - 1. Sat/Sun, different teams back-to-back
 - 2. Run more event weekends
 - ii. Do we subsidize cost for off-season events?
 - 1. Teams travelling have larger financial burden than local teams (~\$500 on average for out-state teams to travel to cities?)
 - iii. More greater MN events – finding gym space may be difficult
 - iv. Webstream consistency across events
 - 1. ~\$10k for the official setup FIRST uses
 - 2. Might be able to run on the FIRST Twitch channel, if we use a “compatible” webcast system
 - 3. Don't see much use from the MSHSL webcast – maybe 200-250 at the most. People want to be at an event, or not.
 - 4. Perhaps better to invest in A/V for running events – projects, screens, lights, etc.
 - v. Get dates from partners – Mark
 - 1. Typical hosts haven't set dates yet
 - 2. If we give them the date range (Sept 1 – Nov 1), that would spur them to secure dates
 - 3. Events that are open to everyone will get priority
 - 4. Priority goes to events that maximize the number of teams (number of teams served per weekend)
 - c. Team support/resurrection for 2022



- i. ED&I
 - ii. Medtronic supports ~50 teams, will require teams to support ED&I, similar to how BSC and 3M has done it
 - d. State Fair – mark to reach out, let them know we’re interested
 - i. Will there be one? Depends on vaccine rollout over the next few months
 - ii. Only large-scale event we’ve heard of is Grandma’s Marathon, and that has been limited compared to previous years
 - e. Volunteer get-together?
 - i. Dove-tail with off-season events
 - ii. Recognize and appreciate volunteers
 - f. Other ideas?
 - i. Promote Jumpstart (and other pre-season training events)
 - ii. Continue the mentor meet-ups
 - iii. Status of our opt-in email list
 - 1. ~40 people signed up. Yoji has ~80 on this mentor meet-up list.
 - 2. Contact Yoji’s list and invite to sign up on FUM list, and use that going forward for mentor meet-ups
 - 3. Copy Mark’s email blasts to this list
- 6. TAMS needs leadership
 - a. Organize leads for smaller activities. For example:
 - i. Hub expansion – SW Hub, Central MN as models
 - ii. Lightning Turtles fall activity/competition
 - b. Model:
 - i. Non-board member lead with board liaison
 - c. Jan 7 FAR event
 - i. Thurs before kickoff each year, 3rd annual (2022) in the works
 - ii. Ran as a game night this year
 - iii. Medtronic supported, similar to involvement with Jumpstart
- 7. FIRST STEM Equity Community Innovation Grant
 - a. D&I committee
 - b. \$5k-\$50k, 1 year program
 - c. D&I committee meeting tonight to discuss further details of grant
- 8. Committee Updates (5 minutes each)
 - a. Diversity & Inclusion Committee
 - i. Still working on wiki, looking for some more help
 - b. Nomination Committee
 - i. New board member
 - ii. Process starting for finding another, with a focus on out-state
 - c. CRH Committee
 - i. Final report due next month, completes activities related to the grant
 - d. Finance Committee
 - i. No outstanding accounts receivable
 - ii. Acting as a pass-through for MURA grant from Seagate
 - e. Events Committee
 - i. Covered above
 - f. Admin Committee
 - i. Discussion ongoing on building a communications committee with role descriptions



1. Vacancy in social media coordination coming up mid-year.
 2. Curating non-event info in Mark's email blasts
 3. Webmaster
 4. Photographer coordinator
 5. Wiki coordinator (D&I committee's wiki)
- ii. Investigate web hosting plans to improve performance of website
- g. Audit Committee
9. Around the Room (15 minutes)
 10. Adjournment