

**SOCIETY OF AMERICAN MILITARY ENGINEERS  
KITTYHAWK POST**

**EXECUTIVE BOARD MEETING MINUTES**

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**DATE OF MEETING:** 2 May 2012, 11:45 to 1:00

**LOCATION:** Building 2011, WPAFB, OH (Relocated to Fairborn OH, the Flying Tiger Restaurant)

**SUBMITTED BY:** Drew Titone, Assistant Secretary

**ATTENDANCE:** See attached roster

**NEXT BOARD MEETING:** 6 June 2012; 1130-1300 (First Wednesday)

Call in Number (712) 432-0950 Host Access Code: 722792\* Participant Access Code: 722792#

**MONTHLY GENERAL**

**MEMBERSHIP MEETING:** 10 May 2012  
UD River Campus Dayton, Industry Day (second Thursday)

**ITEMS DISCUSSED:**

1. **President's Corner (Mr. Alan Hautman absent / Ms. April Lewis )**
  - As members arrived at the usual Building 11 meeting site the area had been cordoned off as part of a military exercise. Some of the board members were not available since they became involved in the exercise or were diverted by security forces. All remaining board members that could be contacted held the meeting at the Flying Tiger, a local restaurant, located just outside Gate 1A, a few blocks from Building 11. April Lewis called the meeting to order there at approximately 11:45.
  - April thanked everyone for attending the meeting despite the confusion and asked for the Secretary's Report
2. **Secretary's Report (Mr. Ted Hecht absent/ Mr. Drew Titone assistant)**
  - Minutes from last month were presented and approved with a correction to the membership numbers.
  - Note that the minutes need to be also posted to the web site and sent to the base org rep.
3. **Post calendar is attached.**
4. **Treasurer's Report (Ms. Andrea Pakulski absent/Mr. Pete Battaglia )**
  - Mr. Pete Battaglia presented the treasurer's report to the board, it had previously been provided to the board via email.
  - There was a discussion about the way the lunch expenses are currently presented in the Treasurer's report. The expenses are shown for the prior month but income is for the month earlier. Board members requested that expenses and income be shown for the most

recent month possible so that the board can track losses or gains from each meeting to see if adjustments to the cost of lunch are needed.

- The post most likely lost between \$400 and \$600 at the April lunch since many government employees attended.
- Report submitted was approved.
- The following report was presented for the Mar and Apr months.

## **April 2012**

### **Expenses**

- Eventbrite fees - \$236.81
- Newtek credit card fees – \$103.72+\$49.90
- Luncheon – \$969.50
- Science Fair (Allison Chitwood) \$150
- K-12 Stebbins Field Trip (charter bus) - \$405
- Parking spaces for Dayton Dragons game - \$75

### **Income**

- March Monthly luncheon – \$934.00 (Eventbrite) + \$70 (swiper) + \$321 (cash) = \$1,325
- Scholarship-Turek Family - \$1,000
- Yellow ribbon - \$53

## **Anticipated May 2012**

### **Expenses**

- May Luncheon (Industry Day)
- Eventbrite fees
- Newtek Fees
- K-12 Stebbins Field Trip (food)

### **Income**

- May luncheon (Industry Day)

## **Other Items:**

- We received a letter from the IRS on 3-26-12 charging SAME Kittyhawk post with a penalty (\$2780.) for submitting an incomplete tax form for 2010. I submitted this letter to our tax preparer Ellen Fodge C.P.A. and she is following up on this matter with the IRS. The nature of the incomplete filing seems to be a box was not checked indicating that a list of contributors was not required.

## **Committee Reports**

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### **5 Membership (Ms. Kim Duncan / Mr. Joe DiMisa )**

- Ms. Kim Duncan reported that the post has 182 (down 1) individual members and 237 (up 5) SREPS for a total of 419 (against our goal of 430 for 2012 which is being verified). The post also has 22 (same) Student Members.
- April Lewis noted that HQ AFMC and the 88<sup>th</sup> are both downsizing which will likely lead to a smaller number of members for the post.
- As of next month the membership responsibilities will transfer from Kim Duncan to Joe DiMisa.

- Kim reported that the reports on the SAME national post have been updated and improved and now match our actual membership numbers.

#### **6 Sustaining Membership (Ms. Rose O’Grady )**

- Ms Kim Duncan reported we have 59 Sustaining Members firms. Up 1. The new firm is ADB Airfield Solutions
- There will be no Sustaining Member presentation at the May luncheon.

#### **7 Programs (Mr. Jeff Leonard /Ms. Nadja Turek/Kirk Zecchini absent)**

- Nadja Turek presented the program, attached, for the May meeting. It is being held in conjunction with Industry Day.
- The new SAME officers and Board members will be sworn by Marci Snyder and the new president will run the meeting. As Co-President Col Todd will preside since April Lewis will not be able to attend.
- The guest speaker will be BGen Burcham, commander of the COE Great Lakes and Ohio River Division.
- There will be no sustaining member speaker
- The June 14<sup>th</sup> meeting will be back at the Club at Wright Patt. It will be a joint meeting with the Dayton Society of Professional Engineers, who will provide the speaker. A SAME Sustaining member will be invited to present their firm at the meeting. Marci Snyder will look in to inviting Dr. Wolfe to the meeting as a guest only. He will not be a featured speaker but may give a short talk similar to a SM presentation.

#### **8 Education/Scholarships/Science Fairs (Dr. Mark Goltz / Ms. Nadja Turek absent/ Mr. Joe DiMisa)**

- The scholarship committee selected 12 winners including 4 Barnes scholarship winners. Letters have been sent to the winners informing them of their awards and inviting them to our June meeting.
- An additional Barnes scholarship was funded by donations from The Frank Family, AEC, Gannett Fleming, and URS.
- There will be a representative from Sinclair at the meeting to accept their scholarships.

#### **9 Industry Affairs (Mr. Ken Stegall /Mr. John Koerner absent ,)**

- Ken Stegall reported that everything is ready for Industry Day on May 10<sup>th</sup> with over 20 speakers. Opening remarks begin at 7:45 and the final session ends at 4:15.
- At the time of the board meeting 64 people had signed up for industry day assuring that the post would cover expenses for the event.
- Registration will be in the lobby with signs with directions to rooms and events.
- Ken asked for board members to serve as facilitators in the training rooms.
- Ken tried to sign up speakers on Eventbrite but didn’t have any luck. He will try again as Jeff Leonard said is should work.
- Jeff noted that for government computers the security system is blocking the active “sign up” button. There is a work around which Jeff will send out when requested.

**10 Readiness (Mr. Jon Wheeler absent / Ryan Schlosser absent/CMSgt Dirk McDowell absent)**

- No Report.

**11 Social (Mr. Mike Howe absent/ Mr. Ted Hecht golf absent)**

- Mr. Mike Howe reported via email that the Dragons Game was almost sold out.
- The date for the Golf event is 13 July. The silent auction for the Premier sponsorship is going well and will close out and be announced at the Industry Day Luncheon. The current high bid is \$700 from LJB.

**12 Young Members (Captain Amanda Huffman absent/Mr. Brad Doudican absent)**

- Capt Hudson provided this report via e-mail:
- Capt Justin Meihaus was selected to attend the JETC conference sponsored by SAME Kittyhawk.
- There are 12 YM from the Kittyhawk post attending the SAME JETC conference. Most of the YM attending qualified for the JETC scholarship offered by SAME. SAME National is not paying for the first night of the conference since activities technically do not start until the afternoon on Tues. We are recommending the YM pull \$100 (the cost of the hotel room is \$104/night + tax) scholarships to each YM attending the conference to help cover costs, since most members are driving and are planning to arrive on Monday afternoon. Please let us know if this is okay with the board and we will proceed.
- The board members discussed the request for the additional \$1200 to cover the hotel costs for the young members. They felt that the post could not afford this unbudgeted expense. The authorized the use of any budgeted funds that were not used by Capt Meihaus could be used to help cover the expenses of other attend YMs.
- With the number of YM attending the JETC, Amanda and Justin are trying to work out a joint social event. One idea that was brought up was to attend a St. Louis baseball game on Monday night.

**.13 College Outreach (Nichole Lashley absent/ Travis Burr absent)**

- No report.

**14 K-12 (Mr. Jim Levy absent/ Mr. Ryan Schlosser absent)**

- It was reported by other board members that the post sponsored May 9<sup>th</sup> field trip by Stebbins High School students will be hosted by TesTech. This will also include a base tour to include a construction site and a visit to AFIT in the afternoon.
- Mr Ryan Schlosser is following on SAME summer camp registrations and trying to slots to all of the camps. We still may possibly sponsor a student for the Army. Air Force and Navy Camp registration is complete.

**15 Yellow Ribbon (Ms. Nikki Kelley)**

- Because of the shortened meeting Ms. Kelley elected to hold her report until the next meeting.

- 16 **Awards (Ms. Jennifer Tamburino )**
  - Col Todd will be asked to pick up the Posts award at the JETC since he is attending.
- 17 **Fellows (Mr. Nick Scambilis /Mr. Drew Titone )**
  - No report
- 18 **Small Business (Ms. Rosie O’Grady / Ms. Marci Snyder/ Mr Jeffery Engram absent)**
  - No Report
- 19 **Public Relations (Mr. Greg Lonergan)**
  - Mr. Lonergan is the new POC, Cindy Paskoff of SHP will provide support. Greg reviewed the process and schedule for the newsletter as the meeting was ending.
- 20 **Affiliates Societies Council (Mr. Drew Titone/ Jim Ryckman, Co chair)**
  - No Report .
- 21 **Old Business:**  
None
- 22 **New Business:**
  - Because of the sudden requirement to move the board meeting to a new location it became apparent that adding board member’s cell phone numbers to the roster would be helpful. During the meeting the available members filled out the revised form, showing newly elected board members, and the phone numbers of all who attended. This list should be expanded at a future meeting.
- 23 **Adjourn:** at 1300 and everyone had lunch.

Drew Titone  
Assist. Secretary, Kittyhawk Post

April Lewis  
President- Elect, Kittyhawk Post

Meeting Date: 2 May 2012 Attendance SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email
<b>President</b>	Alan Hautman			X	Emersion Design	<a href="mailto:alan.hautman@emersiondesign.com">alan.hautman@emersiondesign.com</a>
<b>President-Elect</b>	April Lewis	X			HQ AMFC	<a href="mailto:april.lewis@wpafb.af.mil">april.lewis@wpafb.af.mil</a>
	Col Jeffrey Todd			X	HQ/AFMC/A6/7	<a href="mailto:Jeffery.todd@wpafb.af.mil">Jeffery.todd@wpafb.af.mil</a>
<b>Vice-President</b>	Ken Stegall	X			CMS	<a href="mailto:Ken_Stegall@msn.com">Ken_Stegall@msn.com</a>
<b>Secretary</b>	Ted Hecht			X	WPAFB 88 ABW/CE	<a href="mailto:Ted.Hecht@wpafb.af.mil">Ted.Hecht@wpafb.af.mil</a>
<b>Asst Secretary</b>	Drew Titone	X			Woolpert	<a href="mailto:drew.titone@woolpert.com">drew.titone@woolpert.com</a>
<b>Treasurer</b>	Andrea Pakuski			X	LJB	<a href="mailto:apakuski@ljbinc.com">apakuski@ljbinc.com</a>
<b>Asst. Treasurer</b>	Pete Battaglia	X			LJB	<a href="mailto:PBattaglia@ljbinc.com">PBattaglia@ljbinc.com</a>
<b>1st Director</b>	Marci Snyder	X			Woolpert	<a href="mailto:marci.snyder@woolpert.com">marci.snyder@woolpert.com</a>
<b>2nd Director</b>	Grant Bartee			X	LJB Inc	'GBartee@LJBinc.com'
<b>3rd Director</b>	David Perkins			X	WPAFB 88 ABW/CE	'David.Perkins@wpafb.af.mil'
<b>Programs</b>	Nadja Turek	X			Woolpert	'nadja.turek@woolpert.com'
Co-Chair	Jeff Leonard	X			WPAFB 88 ABW CE	'jeff.leonard@wpafb.af.mil'
	Kirk Zecchini			X	Structure Point	<a href="mailto:kzecchini@structurepoint.com">kzecchini@structurepoint.com</a>
<b>Communications/Public Relations</b>	Greg Lonergan	X			SHP Leading Design	<a href="mailto:cpaskoff@shp.com">cpaskoff@shp.com</a>
<b>Education</b>	Mark Goltz		X		AFIT	'mark.goltz@afit.edu'
Co-Chair	Nadja Turek	X			Woolpert	'nadja.turek@woolpert.com'
Co-Chair	Joe DiMisa	X			Woolper	<a href="mailto:joe.dimisa@woolpert.com">joe.dimisa@woolpert.com</a>
<b>Industry Affairs</b>	John Koerner			X	Weston Solutions	'John.Koerner@westonsolutions.com'
Co-Chair	Ken Stegall	X			CMS	<a href="mailto:Ken_Stegall@msn.com">Ken_Stegall@msn.com</a>
	Joe Brink	X			BWSC	<a href="mailto:joe.brink@bwsc.net">joe.brink@bwsc.net</a>
<b>Small Business</b>	Marci Snyder	X			Woolpert	<a href="mailto:marci.snyder@woolpert.com">marci.snyder@woolpert.com</a>
Co-Chair	Rosie O'Grady	X			TesTech	<a href="mailto:ogrady@testechinc.com">ogrady@testechinc.com</a>
	Jeff Engram			X	Resource International	<a href="mailto:jeffreye@resourceinternational.com">jeffreye@resourceinternational.com</a>
<b>Awards</b>	Jennifer Tamburino			X	URS	<a href="mailto:Jennifer_tamburino@urscorp.com">Jennifer_tamburino@urscorp.com</a>
<b>Membership</b>	Kim Duncan	X			Elements IV	'kduncan@elementsiv.com'
<b>Sustaining Members</b>	Rosie O'Grady	X			TesTech	<a href="mailto:ogrady@testechinc.com">ogrady@testechinc.com</a>
<b>Readiness</b>	Jon Wheeler			X	BAH	<a href="mailto:Jon.Wheeler@wpafb.af.mil">Jon.Wheeler@wpafb.af.mil</a>
Co-Chair	CMsgt Dirk McDowell			X	AFIT	<a href="mailto:Dirk.McDowell@afit.edu">Dirk.McDowell@afit.edu</a>
<b>Social</b>	Mike Howe			X	WPAFB 88 ABW CE	'mike.howe@wpafb.af.mil'
Co-Chair	Jennifer Tamburino			X	URS	<a href="mailto:Jennifer_tamburino@urscorp.com">Jennifer_tamburino@urscorp.com</a>
<b>Golf</b>	Ted Hecht			X	WPAFB 88 ABW/CE	<a href="mailto:Ted.Hecht@wpafb.af.mil">Ted.Hecht@wpafb.af.mil</a>
Co-Chair	Grant Bartee			X	LJB Inc.	<a href="mailto:gbartee@ljbinc.com">gbartee@ljbinc.com</a>
<b>Young Members</b>	Brad Doudican			X	OSU	<a href="mailto:Brad.doudican@gmail.com">Brad.doudican@gmail.com</a>
	Cpt. Amanda Huffman			X	AFIT	<a href="mailto:Amanda.Huffman@wpafb.af.mil">Amanda.Huffman@wpafb.af.mil</a>
<b>K-12 Outreach</b>	Jim Levy			X	WPAFB 88 ABW CE	<a href="mailto:James.levy@wpafb.af.mil">James.levy@wpafb.af.mil</a>
Co-Chair	Ryan Schlosser			X	WPAFB 88 ABW CE	'ryan.schlosser@wpafb.af.mil'
<b>Affiliates Societies</b>	Drew Titone	X			Woolpert	'drew.titone@woolpert.com'
Co Chair	Jim Ryckman			X		<a href="mailto:Jim_ryckman@wpafb.af.mil">Jim_ryckman@wpafb.af.mil</a>
<b>Yellow Ribbon</b>	Nikki Kelley	X			Emersion Design	<a href="mailto:Nikki.kelley@emersiondesign.com">Nikki.kelley@emersiondesign.com</a>
<b>College Outreach</b>	Nichole Lashley			X	Lawhon & Associates	'nichole_lashley@icisrvcs.com
Co Chair	Travis Burr			X		<a href="mailto:burr@testechinc.com">burr@testechinc.com</a>
<b>Fellows</b>	Nick Scambilis			X	Retired	'nicksea@aol.com'

Updated Roster **May** 2012 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email	Cell Phone
<b>Co President-</b>	April Lewis				HQ AMFC	<a href="mailto:april.lewis@wpafb.af.mil_OR_alewis@woh.rr.com">april.lewis@wpafb.af.mil_OR_alewis@woh.rr.com</a>	937.206.4906
<b>Co -President</b>	Col Jeffrey Todd				HQ/AFMC/A6/7	<a href="mailto:Jeffery.todd@wpafb.af.mil">Jeffery.todd@wpafb.af.mil</a>	
<b>President Elect</b>	Ken Stegall				CMS	<a href="mailto:Ken_Stegall@msn.com">Ken_Stegall@msn.com</a>	937.728.0639
<b>Vice-President</b>	Ted Hecht				WPAFB 88 ABW/CE	<a href="mailto:Ted.Hecht@wpafb.af.mil">Ted.Hecht@wpafb.af.mil</a>	937 657.5531
<b>Secretary</b>	Joe Brink				Burgess & Niple	<a href="mailto:joe.brink@burgessniple.com">joe.brink@burgessniple.com</a>	513.509.1679
<b>Asst Secretary</b>	Drew Titone				Woolpert	<a href="mailto:drew.titone@woolpert.com">drew.titone@woolpert.com</a>	937.901.1739
<b>Treasurer</b>	Andrea Pakulski				LJB	<a href="mailto:apakulski@ljbinc.com">apakulski@ljbinc.com</a>	513-290-9731
<b>Asst. Treasurer</b>	Pete Battaglia				LJB	<a href="mailto:PBattaglia@ljbinc.com">PBattaglia@ljbinc.com</a>	614.563.3542
<b>1st Director</b>	Grant Bartee				LJB Inc	<a href="mailto:GBartee@LJBinc.com">GBartee@LJBinc.com</a>	937-657-6278
<b>2nd Director</b>	David Perkins				WPAFB 88 ABW/CE	<a href="mailto:David.Perkins@wpafb.af.mil">David.Perkins@wpafb.af.mil</a>	
<b>3rd Director</b>	Alan Hautman				Emersion Design	<a href="mailto:alan.hautman@emersiondesign.com">alan.hautman@emersiondesign.com</a>	513.379.1180
<b>Programs</b>	Nadja Turek				Woolpert	<a href="mailto:nadja.turek@woolpert.com">nadja.turek@woolpert.com</a>	937.830.3855
Co-Chair	Jeff Leonard				WPAFB 88 ABW CE	<a href="mailto:jeff.leonard@wpafb.af.mil">jeff.leonard@wpafb.af.mil</a>	937.609.6803
	Kirk Zecchini				Structure Point	<a href="mailto:kzecchini@structurepoint.com">kzecchini@structurepoint.com</a>	317-409-3185
<b>Communications/P ublic Relations</b>	Greg Lonergan				SHP Leading Design		614.223.2124
Support	Cyndi Paskoff				SHP Leading Design	<a href="mailto:cpaskoff@shp.com">cpaskoff@shp.com</a>	
<b>Public Relations</b>	Kim Duncan				Elements IV	<a href="mailto:kduncan@elementsiv.com">kduncan@elementsiv.com</a>	937-673-5489
<b>Education</b>	Mark Goltz				AFIT	<a href="mailto:mark.goltz@afit.edu">mark.goltz@afit.edu</a>	937-470-5632.
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Co-Chair	Joe DiMisa				Woolper	<a href="mailto:joe.dimisa@woolpert.com">joe.dimisa@woolpert.com</a>	937.554.6379
<b>Industry Affairs</b>	John Koerner				Weston Solutions	<a href="mailto:John.Koerner@westonsolutions.com">John.Koerner@westonsolutions.com</a>	
Co-Chair	Ken Stegall				CMS	<a href="mailto:Ken_Stegall@msn.com">Ken_Stegall@msn.com</a>	937.728.0639
	Joe Brink				Burgess & Niple	<a href="mailto:joe.brink@burgessniple.com">joe.brink@burgessniple.com</a>	513.509.1679
<b>Small Business</b>	Marci Snyder				Woolpert	<a href="mailto:marci.snyder@woolpert.com">marci.snyder@woolpert.com</a>	937.307.5620
Co-Chair	Rosie O'Grady				TesTech	<a href="mailto:ogradey@testechinc.com">ogradey@testechinc.com</a>	937.545.4240
	Jeff Engram				Resource International	<a href="mailto:jeffrey@resourceinternational.com">jeffrey@resourceinternational.com</a>	614-218-7328
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<b>Membership</b>	Joe DiMisa				Woolpert	<a href="mailto:joe.dimisa@woolpert.com">joe.dimisa@woolpert.com</a>	937.554.6379
<b>Sustaining Members</b>	Rosie O'Grady				TesTech	<a href="mailto:ogradey@testechinc.com">ogradey@testechinc.com</a>	937.545.4240
<b>Readiness</b>	Jon Wheeler				BAH	<a href="mailto:Jon.Wheeler@wpafb.af.mil">Jon.Wheeler@wpafb.af.mil</a>	
Co-Chair	CMsgt Dirk McDowell				AFIT	<a href="mailto:Dirk.McDowell@afit.edu">Dirk.McDowell@afit.edu</a>	
<b>Social</b>	Mike Howe				WPAFB 88 ABW CE	<a href="mailto:mike.howe@wpafb.af.mil">mike.howe@wpafb.af.mil</a>	
Co-Chair	Kim Duncan				Elements IV	<a href="mailto:kduncan@elementsiv.com">kduncan@elementsiv.com</a>	937-673-5489
<b>Golf</b>	Ted Hecht				WPAFB 88 ABW/CE	<a href="mailto:Ted.Hecht@wpafb.af.mil">Ted.Hecht@wpafb.af.mil</a>	937 657.5531
Co-Chair	Grant Bartee				LJB Inc.	<a href="mailto:gbartee@ljbinc.com">gbartee@ljbinc.com</a>	937-657-6278
<b>Young Members</b>	Brad Doudican				OSU	<a href="mailto:Brad.doudican@gmail.com">Brad.doudican@gmail.com</a>	937 623-1318
	Cpt. Amanda Huffman				AFIT	<a href="mailto:Amanda.Huffman@wpafb.af.mil">Amanda.Huffman@wpafb.af.mil</a>	
	Capt Justin Meihaus				AFIT GEM	<a href="mailto:Justin.Meihaus@afit.edu">Justin.Meihaus@afit.edu</a>	

	Capt Tim Callahan			AFIT Civil Schoolhouse	<a href="mailto:Timothy.Callahan@afit.edu">Timothy.Callahan@afit.edu</a>	
<b>K-12 Outreach</b>	Jim Levy			WPAFB 88 ABW CE	<a href="mailto:James.levy@wpafb.af.mil">James.levy@wpafb.af.mil</a>	
Co-Chair	Ryan Schlosser			WPAFB 88 ABW CE	<a href="mailto:ryan.schlosser@wpafb.af.mil">ryan.schlosser@wpafb.af.mil</a>	
<b>Affiliates Societies</b>	Drew Titone			Woolpert	<a href="mailto:drew.titone@woolpert.com">drew.titone@woolpert.com</a>	937.901.1739
Co Chair	Jim Ryckman				<a href="mailto:Jim.ryckman@wpafb.af.mil">Jim.ryckman@wpafb.af.mil</a>	937-245-0082
<b>Yellow Ribbon</b>	Nikki Kelley			Emersion Design	<a href="mailto:Nikki.kelley@emersiondesign.com">Nikki.kelley@emersiondesign.com</a>	513.708.3006
<b>College Outreach</b>	Nichole Lashley			ICI	<a href="mailto:Nichole.lashley@icisrvcs.com">Nichole.lashley@icisrvcs.com</a>	
Co Chair	Travis Burr				<a href="mailto:burr@testechinc.com">burr@testechinc.com</a>	
<b>Fellows</b>	Nick Scambilis			Retired	<a href="mailto:nicksca@aol.com">nicksca@aol.com</a>	



## List of Volunteers for 2011-2012 for consideration

Elisabeth Bradley, American Structurepoint, Inc.

Penny Rike, CESO

Zachary Price, TRIAD Architects

~~Joe Brink, Burgess and Niple~~

~~L. Lynn Cain, Barge Waggoner Sumner & Cannon, Inc.~~

Ken Herr, Shook Construction

Charles Groober, HR Gray

Please review your committee positions and find volunteer opportunities for these people. Would ask that committee chairs email me with the number of volunteers that you would like from the list and names of choices if applicable? I have their contact information, however, it is, also, readily available from the Post Secretary, etc. If you know these people and want to select a person by name for your committee, let me know. I told these people that we would let them know by the end of the month if there are any volunteer opportunities. I would hope that the committee chairs could add at least one volunteer to their committee.

<b>January</b>	<b>February</b>	<b>March</b>
<p>Last Business Day- Streamer Submissions Due</p> <p>January 31- Nomination for National Awards Deadline All Individual Memberships Need Renewed</p> <p>Renew Post Office Box</p> <p>Send annual financial statement to 88th ABW Services</p> <p>Annual insurance renewal and provide update to 88th AWB Services</p>	<p>Early February- Post Leaders Workshop (New Distinguished Post Criterion- Med &amp; Lg Posts must send One Board Member and One Young Member per year)</p> <p>IM &amp; SM Dues Paid by EFT (Electronic Funds Transfer)</p> <p>Mid-February- Engineer Week</p> <p>Streamer Reconsideration Period open until LAST Business day of Feb (Post must make request for reconsideration)</p> <p>Apply to National for Young Member Sponsorship at JETC</p>	<p>1st Business Day- Post Financial Report Due (report online at <a href="http://www.same.org/postops">www.same.org/postops</a>)</p> <p>Mid-March- Final Streamer Results Announced, including Top Posts and Top Region ASCE Joint Meeting</p> <p>AFIT GEM Award Presentation at membership meeting and at AFIT grad awards ceremony</p> <p>Development of Slate for Executive Board Election, usually handled by Fellows</p> <p>Executive Board votes on SAME camp attendees</p> <p>Social Event - March Madness</p> <p>Solicit for West District Science Fair Judges Deadline to submit Army Camp Applications March 18, 2011</p>
<b>April</b>	<b>May</b>	<b>June</b>
<p>Science Fair winners presented at membership meeting</p> <p>Executive Board Election by members</p> <p>Deadline to submit USAF application to the camp registrar April 15, 2011</p>	<p>SM Dues paid by EFT</p> <p>Deadline for Posts to submit Navy Camp Applications to Camp Registrar May 13, 2011</p> <p>Preferred Transition of Post Leaders- new Board of Direction takes office and Change of Post Officers Report must be submitted w/in 30 days Provide update of new officers to 88 ABW Services</p> <p>National JETC held in May</p> <p>Scholarship winners presented at membership meeting</p> <p>Industry Day</p>	<p>Scholarship winners presented at membership meeting</p> <p>Review and vote on By-laws (at least every two years),</p> <p>Young Member led meeting</p>

	Social Event - Dragons' Game	
<p><b>July</b></p> <p>Golf Outing - No Luncheon</p>	<p><b>August</b></p> <p>Late August- Deadline for Posts to submit interest in Hosting JETC (4-6 years out)</p> <p>IM &amp; SM Dues Paid by EFT (Electronic Funds Transfer)</p> <p>SAME Camper presentation</p>	<p><b>September</b></p> <p>September 1- Fellows Nominations due to HQ</p> <p>Early September- Post Leaders Workshop held in DC area (New Distinguished Post Criterion- Med &amp; Lg Posts must send One Board Member and One Young Member per year)</p> <p>Membership Presentation to Incoming AFIT Students</p> <p>Re-apply to 88 ABW Services to continue as a Private Organization (every two years)</p>
<p><b>October</b></p> <p>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer Round Table Event and Joint Luncheon with AFMC BCE Conference Annual Roundtable--generally in October, but has been held in Nov as well--match to date of BCE Conference.</p>	<p><b>November</b></p> <p>SM Dues paid by EFT</p>	<p><b>December</b></p> <p>Social Event - Holiday Party (No Luncheon)</p> <p>Dec 15-Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer</p>

**MEETING AGENDA**  
**SAME – Kittyhawk Post**  
**10 May 2012**  
**University of Dayton River Campus (Cafeteria)**

**11:30** Set up laptop and projector

**11:45** Welcome, and welcome to all our distinguished visitors (Alan Hautman).

Pledge of Allegiance (Alan Hautman)

Invocation (Jeff Leonard)

Comments to be seated (Alan Hautman)

Recognize Distinguished Guests – Head Table (Alan Hautman)

- *Provided by Joe Pado the day of* \_\_\_\_\_

Comments to Begin Lunch (Alan Hautman)

Serve Lunch

**12:00** **Officer Change Over** (Marcy Snyder as RVP)

**12:15** **Announcements:** (Col Todd)

- (Todd) SAME National's Joint Education and Training Conference (JETC) will be held in St. Louis, Missouri on May 22-25. The 2012 JETC features six technical tracks, four workshops, and programs addressing timely issues affecting the SAME community.
- (Todd) Our regional conference, the Ohio Valley and Great Lakes Joint Engineer Training Symposium, will be held in Pittsburgh August 27-29<sup>th</sup>. Please add both events to your calendars.
- (Doudican/Huffman) Nominations for Post Leaders conference in August; YM nominations for JETC; JETC free for CGOs and NCO's
- (Levy/Schlosser) SAME Camps
- (Howe) Dragons Game on 30 May
- (Hecht) Golf announcement
- (Hautman) Note the addition of the Dayton Fisher House donation option on the EventBrite site when you order your lunch reservation.

**12:30** **Guest Speaker:** Brigadier General Margaret Burcham (Col Todd)

**BIO:** Brigadier General Margaret W. Burcham took command of the Great Lakes and Ohio River Division, headquartered in Cincinnati Ohio, on September 19, 2011. The division has seven engineer

districts totaling over 4800 people operating in a seventeen state area, and is charged with directing federal water resource development in the Great Lakes and Ohio River basins with infrastructure valued at over \$80 billion. With an annual operating and construction budget exceeding \$2 billion, missions include planning, construction and operations of navigation structures and flood damage reduction, hydropower, environmental restoration, water conservation, recreation and disaster assistance. The division also executes military construction in Ohio, Kentucky, Indiana, Illinois and Michigan with design and construction of barracks, hospitals, airfields and family housing on military installations.

General Burcham was commissioned into the Corps of Engineers upon graduation from West Point. She holds a master's in Computer Science from Kansas State University as well as extensive military education. She has served worldwide in her career, but most recently on the Joint Staff in the Pentagon, as the commander of the Europe District of the Army Corps of Engineers as well as the Gulf Region North District of the U.S. Army Corps of Engineers in Iraq.

***Please welcome General Burcham!***

Question/Answer Period

Present Kittyhawk Post Coins to Speaker (Col Todd) **{PHOTO}**

**Final Announcements:** (Col Todd)

Our June luncheon meeting will be a joint meeting with the Dayton Society of Professional Engineers, on Thursday June 14th held back at our normal location, the Wright Patterson AFB Officer's Club. Our speaker will be Robert Ware, head of Structural Failure Analysis at the Air Force Research Laboratory. He will discuss "Mishap Prevention for Acquisition and Sustainment Engineers" by presenting a number of case histories (otherwise known as crashes!). Please join us on June 14<sup>th</sup>! You can register via our website: [www.samekittyhawkpost.com](http://www.samekittyhawkpost.com)

- 50/50 Drawing (Nikki Kelley): The winner is?
- Reminder, if you haven't paid for lunch see Pete Battaglia

See you June 14th!

Adjourn Meeting (Col Todd)