

**SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST**

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 6 June 2012, 11:45 to 1:00

LOCATION: Building 2011, WPAFB, OH

SUBMITTED BY: Joseph Brink, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 1 August 2012; 1130-1300 (First Wednesday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 14 June 2012
The Club, WPAFB (second Thursday)

ITEMS DISCUSSED:

1. **President's Corner (Col Todd / Ms. April Lewis absent)**
 - Col Todd welcomed the board members and thanked them for their participation and support.

2. **Secretary's Report (Mr. Joe Brink / 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.
 - Report submitted was approved.
 - The following report was presented for the May and June months.
 - Pete will look into how the donations for the Fisher House through EventBrite are handled so that it can be properly tracked and donated.
 - The Debit card has a \$1,600 limit. A call can be made to temporarily raise the limit if needed.

➤ May Industry Day

- Income: \$4,160
- Expenses: \$3,298.46
- Result: +\$862

May 2012

Expenses

- May Luncheon (Industry Day) - \$2,093.46 (catering), \$1,205 (room+equip.)
- Eventbrite fees - \$148.97
- Newtek Fees - \$60.75 + \$53.57
- K-12 Stebbins Field Trip (pizza) - \$98.99
- Name badges - \$85.58
- Curtis Scholarships awarded \$1,500 to Jonathan Flynn
- Curtis Scholarships awarded \$1,000 to Susan Poland

Income

- May luncheon (Industry Day) - \$4,160
- Scholarship-URS - \$500
- (4th Barnes) Scholarship-Turek parents - \$250
- (4th Barnes) Scholarship-Advanced Engineer - \$500

Anticipated June 2012

Expenses

- Newtek Fees -
- June Luncheon (The Club) –
- June Luncheon (Eventbrite fees) –
- Dragons game –
- Scholarships - \$10,500
- Barnes
 - Deepak Chona, \$1500
 - Kylie M. Bushroe, \$1500
 - Zachary Pollock, \$1500
 - Matthew Witzeman, \$1500
- LJB
 - Luke Sobota, \$1000
- Butt Construction
 - Jeneé Christensen, \$1000
- Woolpert
 - Luke Miller, \$1000
- Four Seasons Environmental
 - Tyler Pollock, \$1000
- Turek Family (give to Nadja who will present to Courtney separately)
 - Courtney Cochran, \$1000
- Eric S.Y. Goltz
 - Marisa Lee, \$1000

Income

- June luncheon

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.~~

Tax penalty has been removed.

Committee Reports

5 Membership (Mr. Joe DiMisa)

- The post has 180 individual members and 239 SREPS for a total of 419 (against our goal of 430 for 2012 which is being verified).
- Capt. Mehaus will address the new AFIT class to make sure they transfer membership.

6 Sustaining Membership (Ms. Rose O'Grady absent)

- Ms Kim Duncan reported we have 61 Sustaining Members firms. No changes since last month.
- There will be two Sustaining Member presentations at the June luncheon, Uptime Solutions and Weston.
- Officer updates have been recorded with SAME National.

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

- Nadja Turek presented the program, attached, for the June meeting.
- The guest speaker will be Robert Ware, Systems Support Division of the Air Force Research Laboratory.
- There will be two sustaining member speakers Uptime solution and Weston.
- The 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. Marci Snyder will look in to inviting Dr. Wolfe to the meeting as a guest only.

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.
- An additional Barnes scholarship was funded by donations from The Frank Family, AEC, Gannett Fleming, and URS.

9 Industry Affairs (Mr. Ken Stegall /Mr. John Koerner)

- Turnout for Industry Day was around 100, with about 20 speakers.

- The event had a positive outcome for the Post.
- Good feedback on the quality of speakers.
- A few comments about having 3 competing events after lunch

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

- No Report.

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

- The Dragons game was a great success! A good time was had by all who attended.
- The date for the Golf event is 13 July. We will move the golf outing up on the list of items displayed on the web site.

12 Young Members (Captain Tim Callahan / Captain Justin Meihaus)

- Capt Justin Meihaus was selected to attend the JETC conference sponsored by SAME Kittyhawk.
- Kittyhawk post was very well represented at JETC. There were 12 YM from the Kittyhawk post attending the SAME JETC conference.

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

- No report.

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

- No report.

15 Yellow Ribbon (Ms. Nikki Kelley)

- No report

16 Awards (Ms. Jennifer Tamburino)

- Col Todd picked up the Posts award at the JETC and will make a honorary presentation at the June Members meeting.

17 Fellows (Mr. Nick Scambilis /Mr. Drew Titone)

- Nick informed the board of how Fisher House was selected as charity to support the Wounded Warriors. There is an opportunity to donate to the Fisher House when signing up for event.
- A box will also be set out at the Members Meetings for donations to be made.

18 Small Business (Ms. Rosie O'Grady / Ms. Marci Snyder/ Mr Jeffery Engram absent)

- No Report

19 Communications/Public Relations (Mr. Greg Lonergan and Kim Duncan)

- 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)

- Mr. Drew Titone and Mr. Jim Ryckman both attended The Affiliate Societies Council (ASC) general membership meeting held Wednesday, May 23, 2012, 5:30 PM, 4801 Springfield Street, Dayton OH. Mr. Titone presented the SAME Kittyhawk program to the Affiliate Society Council Members using the Post website. Feedback on the website was very positive. Each of the member organizations also shared their respective planned programs in science, technology, engineering, math (STEM) and related topics in the Dayton/Miami Valley region. ASC member organizations are exploring opportunities for program collaboration, sharing of meeting ideas, and exchange of speakers.

ASC will accept nominations for the 2013 Outstanding Engineers and Scientists Awards Program at any time. Suggest SAME Kittyhawk Post plan to submit its nominations in the Fall of 2012 in coordination with the SAME Awards Committee.

ASC announced its annual Fall Professional Development Seminar course offering at Miami University Nov 8-9, 2012 in The Marcum Hotel & Conference Center. A total of 16 professional development hours will be provided to participants. Request SAME promote this seminar as a part of its professional development program to the post membership. Flyers will be available in the fall.

Recommend that in the fall of 2012 we schedule Lyle Lockwood, Chair of ASC, to supplement the monthly speaker and present to our members the scope of the ASC member organizations and programs.

21 Old Business:

It was agreed to continue membership meetings at the Club and monitor feedback.

22 New Business:

- Continuing Education. In response to young members inquiry about Continuing Education opportunities, Nadja Turek proposed the Post host free Continuing Education opportunities. She volunteered to host the first session at Woolpert and it can be offered to members via a webinar. She will present a session to help professionals be LEED Green Associates.
- Possibly future classes can be taught some AFIT professors or other professionals.
- The board agreed with this initiative.

23 Adjourn: at 1300 and everyone had lunch.

Joe Brink
Secretary, Kittyhawk Post

April Lewis
President, Kittyhawk Post

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

Position	Name	Present	Phone	Absent	Organization	Email	Cell Phone
Co President-	April Lewis			X	HQ AMFC	april.lewis@wpafb.af.mil OR alewis@woh.rr.com	937.206.4906
Co -President	Col Jeffrey Todd	X			HQ/AFMC/A6/7	Jeffreyy.todd@wpafb.af.mil	937-269-7644
President Elect	Ken Stegall	X			CMS	Ken_Stegall@msn.com	937.728.0639
Vice-President	Ted Hecht	X			WPAFB 88 ABW/CE	Ted.Hecht@wpafb.af.mil	937 657.5531
Secretary	Joe Brink	X			Burgess & Niple	joe.brink@burgessniple.com	513.509.1679
Asst Secretary	Drew Titone	X			Woolpert	drew.titone@woolpert.com	937.901.1739
Treasurer	Andrea Pakulski		X		LJB	apakulski@ljbinc.com	513-290-9731
Asst. Treasurer	Pete Battaglia	X			LJB	PBattaglia@ljbinc.com	614.563.3542
1st Director	Grant Bartee			X	LJB Inc	GBartee@LJBinc.com	937-657-6278
2nd Director	David Perkins			X	WPAFB 88 ABW/CE	David.Perkins@wpafb.af.mil	
3rd Director	Alan Hautman			X	Emersion Design	alan.hautman@emersiondesign.com	513.379.1180
Programs	Kirk Zecchini			X	Structure Point	kzecchini@structurepoint.com	317-409-3185
Co-Chair	Jeff Leonard	X			WPAFB 88 ABW CE	jeff.leonard@wpafb.af.mil	937.609.6803
	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com	937.830.3855
Communications/P ublic Relations	Greg Lonergan	X			SHP Leading Design		614.223.2124
Support	Cyndi Paskoff			X	SHP Leading Design	cpaskoff@shp.com	614-307-3183
Public Relations	Kim Duncan	X			Elements IV	kduncan@elementsiv.com	937-673-5489
Education	Mark Goltz	X			AFIT	mark.goltz@afit.edu	937-470-5632.
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com	937.830.3855
Co-Chair	Joe DiMisa	X			Woolper	joe.dimisa@woolpert.com	937.554.6379
Industry Affairs	John Koerner	X			Weston Solutions	John.Koerner@westonsolutions.com	
Co-Chair	Ken Stegall	X			CMS	Ken_Stegall@msn.com	937.728.0639
	Joe Brink	X			Burgess & Niple	joe.brink@burgessniple.com	513.509.1679
Small Business	Marci Snyder			X	Woolpert	marci.snyder@woolpert.com	937.307.5620
Co-Chair	Rosie O'Grady			X	TesTech	ograde@testechinc.com	937.545.4240
	Jeff Engram	X			Resource International	jeffrey@resourceinternational.com	614-218-7328
Awards	Jennifer Tamburino			X	URS	Jennifer_tamburino@urscorp.com	
Membership	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com	937.554.6379
Sustaining Members	Rosie O'Grady			X	TesTech	ograde@testechinc.com	937.545.4240
Readiness	Jon Wheeler	X			BAH	Jon.Wheeler.ctr@wpafb.af.mil	937-239-5982
Co-Chair	CMsgt Dirk McDowell			X	AFIT	Dirk.McDowell@afit.edu	
Social	Mike Howe	X			WPAFB 88 ABW CE	mike.howe@wpafb.af.mil	
Co-Chair	Kim Duncan	X			Elements IV	kduncan@elementsiv.com	937-673-5489
Golf	Ted Hecht	X			WPAFB 88 ABW/CE	Ted.Hecht@wpafb.af.mil	937 657.5531
Co-Chair	Grant Bartee			X	LJB Inc.	gbartee@ljbinc.com	937-657-6278
Young Members	Brad Doudican			X	OSU	Brad.doudican@gmail.com	937 623-1318
	Cpt. Amanda Huffman			X	AFIT	Amanda.Huffman@wpafb.af.mil	
	Capt Justin	X			AFIT GEM	Justin.Meihaus@afit.edu	303-963-6448

	Meihaus					
	Capt Tim Callahan	X			AFIT Civil Schoolhouse	Timothy.Callahan@afit.edu 808-561-7612
K-12 Outreach	Jim Levy			X	WPAFB 88 ABW CE	James.levy@wpafb.af.mil
Co-Chair	Ryan Schlosser			X	WPAFB 88 ABW CE	ryan.schlosser@wpafb.af.mil
Affiliates Societies	Drew Titone	X			Woolpert	drew.titone@woolpert.com 937.901.1739
Co Chair	Jim Ryckman			X		Jim.ryckman@wpafb.af.mil 937-245-0082
Yellow Ribbon	Nikki Kelley	X			Emersion Design	Nikki.kelley@emersiondesign.com 513.708.3006
College Outreach	Nichole Lashley			X	ICI	Nichole.lashley@icisrvcs.com
Co Chair	Travis Burr			X		burr@testechinc.com
Fellows	Nick Scambilis	X			Retired	nicksca@aol.com 937-902-7259

List of Volunteers for 2011-2012 for consideration

Elisabeth Bradley, American Structurepoint, Inc.

Penny Rike, CESO

Zachary Price, TRIAD Architects

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.

January	February	March
<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 & Lg Posts must send One Board Member and One Young Member per year)</p> <p>IM & 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 www.same.org/postops)</p> <p>Mid-March- Final Streamer Results Announced, including Top Posts and Top Region</p> <p>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</p> <p>Deadline to submit Army Camp Applications March 18, 2011</p>
April	May	June
<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</p> <p>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>Social Event - Dragons' Game</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>

<p>July</p> <p>Golf Outing - No Luncheon</p>	<p>August</p> <p>Late August- Deadline for Posts to submit interest in Hosting JETC (4-6 years out)</p> <p>IM & SM Dues Paid by EFT (Electronic Funds Transfer)</p> <p>SAME Camper presentation</p>	<p>September</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 & 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>October</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>November</p> <p>SM Dues paid by EFT</p>	<p>December</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
Joint SAME-DSPE Meeting
14 June 2012
WPAFB Officer's Club (Dining Room)

11:30 Set up laptop and projector

11:45 Welcome to this joint meeting of the Society of American Military Engineers and the Dayton Society of Professional Engineers, and welcome to all our distinguished visitors (April Lewis).

Pledge of Allegiance (April Lewis)

Invocation (Jeff Leonard)

Comments to be seated (April Lewis)

Recognize Distinguished Guests – Head Table (April Lewis)

- *Provided by Joe Pado the day of* _____

Comments to Begin Lunch (April Lewis)

Serve Lunch

11:55 SAME Announcements: (April Lewis)

- (Lewis) Our regional conference, the Ohio Valley and Great Lakes Joint Engineer Training Symposium, will be held in Pittsburgh August 27-29th.
- (Hecht) Golf announcement

12:05 DSPE Announcements: (Jon Wheeler)

12:10 Sustaining Member Firm Highlight: Uptime Solutions and Weston.

12:15 Science Fair Award (Dr. Goltz is MC, Ms. Lewis gives out awards)

- Zachary Schaub, 11th grade at Carroll High School, won best engineering project for his work titled "Effect of River Conditioning on Bridge Scour."

12:20 Scholarship Winners: (Dr. Goltz MC's, Ms. Lewis hands out the awards)

- Susan Poland – Curtis (will not attend – living in Europe)
- Jonathan Flynn – Curtis (will attend with his daughter)
- Deepak Chona– Barnes (attending with his parents)
- Kylie Bushroe - Barnes (attending with father)

- Matthew Witzeman – Barnes (attending with father)
- Zachary Pollock – Barnes (attending with mother and maybe brother)
- Jenee Christensen – Butt Construction presented by ?? (studying abroad – parents will attend)
- Tyler Pollock – Four Seasons Environmental presented by ?? (will not attend – brother and mother will attend)
- Luke Sabota – LJB Inc. presented by ?? (attending with parents)
- Luke Miller – Woolpert Inc. presented by ?? (attending with brother)
- Courtney Cochran – Turek Family (will not attend, will receive scholarship later)
- Marisa Haeju Lee - Eric Su Yong Goltz presented by Dr. and Mrs. Goltz (will attend with mother and sister)
- Harley Deka Masinde and Ian Wolford – Sinclair presented by Dr. Goltz and Sharon Smith from the Sinclair Foundation (will attend)

12:30 Guest Speaker: Robert Ware (April Lewis)

BIO: Bob Ware is currently assigned to the Systems Support Division of the Air Force Research Laboratory, Materials and Manufacturing Directorate, as a Senior Structural Failure Analyst. In this role, he analyzes failed aircraft mechanical components, engines and structures in support of Air Force Safety Investigation Boards as well as Weapon System Acquisition Program Offices. The goal of this work is to understand the root causes of failure so as to determine the best corrective actions to prevent recurrence. He holds two degrees in Mechanical Engineering, a Master's from Stanford University and a Bachelor's from Cornell University. He has been a registered Professional Engineer in the State of Ohio since 1992. He grew up in Fairfield CT. He enjoys sailing and backpacking with Anja, his beloved wife of 17 years, and their two children.

Please welcome Mr. Ware!

Question/Answer Period

Present Kittyhawk Post Coins to Speaker (April Lewis) **{PHOTO}**

Final Announcements: (April Lewis)

We will not have a July luncheon. Instead we hope you will join us at our Annual Golf Tournament on July 13th. Our next regular luncheon meeting will be on Thursday August 9th. Our speaker will be Christopher Stanley, the executive director of Wright-Patterson's Fisher/Nightengale House, which assists the families of wounded warriors being treated at our Medical Center. You can register via our website: www.samekittyhawkpost.com for the Golf Tournament and for the August luncheon.

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

Adjourn Meeting (April Lewis)