

**SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST**

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 1 Aug 2013, 11:30 – 1:00

LOCATION: Hope Hotel, Packys, WPAFB, OH

SUBMITTED BY: Drew Titone Assistant, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 5 September 2013; 1130-1300 (First Thursday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 8 August 2013
The Twin Base, WPAFB (second Thursday)

ITEMS DISCUSSED:

1. **President's Corner (Ken Stegall)**
 - Ken welcomed the new Board.
 - Due to the exercise on base the meeting was held at the Phantom room at the Hope Hotel, Ken thanked Jeff for setting it up.
 - New e-mail addresses for everyone will completed and the list sent out next month (the roster attached here reflects the new e-mails).

2. **Secretary's Report (Mr. Joe Pado / Mr. Joe Brink & Mr. Drew Titone assistants)**
 - Minutes from last month were presented and approved with the spelling changes.

3. **Treasurer's Report – July and August (Mr. Pete Battaglia / Bronnie Robinson)**
 - Bronnie passed out the reports, see below.
 - Golf raised \$9000, down a little from last year. Attendance was flat, donations up but the course expenses were up
 - A question was raised about tracking expenses. Board members asked that account balances be shown on the monthly report.
 - Note that Even Brite and credit card expenses are overhead. It is not possible to track them to specific activities.

July 2013

Expenses

- Eventbrite fees \$69.85 (May)
- Newtek Fees \$56.70 + \$108.86 (May)
- Scholarships \$11,500
- JETC Col. Todd \$979.09
- JETC Capt. Marshall \$1,059.59

June Luncheon \$1181.74

Total Expenses \$14,955.83

Income

- Yellow Ribbon \$75.00
- June Luncheon \$1,086.00
- Total Income \$1161.00**

Anticipated July 2013

Expenses

- Newtek Fees -
- Eventbrite fees
- Golf outing cost

Income

- Golf Sponsorships & Registration

August 1 2013

Expenses

- Eventbrite fees \$150.11 (June)
- Newtek Fees \$65.44 + \$69.18 (June)
- Golf Outing \$6,462.40

Total Expenses \$6,747.13

Income

- Golf Outing \$15,205.00

Total Income \$15,205.00

Anticipated August 2013

Expenses

- Newtek Fees -
- Eventbrite fees

Income

- August Luncheon

Committee Reports

4 Membership (Mr. Joe DiMisa)

- 10, 15 and 25 year membership anniversary pins will be presented at the next Membership meeting.
- Joe is planning the AFIT GEM students luncheon for September or October.
- Col Todd will encourage his new staff members to join the post.
- Joe showed off his new, showy, JOIN SAME pin used to encourage non-members to speak to him about joining.
- The following are the current membership numbers:
 - August
 - IM's 198
 - SREPS 228
 - From 58 SM firms
 - Total 426

- Students 20
2013 Goal is 456

5 Sustaining Membership (Ms. Nikki Kelley)

- We have 58 SM firms with 228 sustaining member reps. This is down but with a bit of work we can get it back where it needs to be. Note that many posts are losing SMs, SAME National is down 36 for the year.
- Nikki will make targeted calls to Sustaining firms who have not signed up their 6 allowed members.
- There will **NOT** be a SM presentation in August. Nikki wasn't able to secure one. Rosie is advising Nikki on setting up SM presentation and she is sure she will have speakers next month.

6 Programs (Ms. Nichole Lashley/ Ms. Nadja Turek/Mr. Jeff Leonard)

- See the attached Agenda for August.
- There will be no sustaining member presentation
- Joe DeMisa will present 10, 15 and 25 year anniversary membership pins to the members who have earned them.
- Ted will present a golf wrap up and present some certificates.
- The September meeting will be held at Twin Base to accommodate the Club's schedule
- The October meeting will be run by the young members.
- This month's speaker will be Dick Honneywell who is currently director of the of the UAS center and test complex. He is responsible for aerospace business development and expansion in the Dayton region and State of Ohio.

7 Education/Scholarships/Science Fairs (Dr. Mark Goltz / Ms. Nadja Turek / Mr. Joe DiMisa)

- A press kit was released on the scholarship winners and there was some interest by the local papers.
- Dr. Goltz provided a heads-up that the new AFIT Graduate Engineering Management students arrive in late August. Sometime in September, he wants to schedule a time with the membership chair to meet with the students. He will coordinate with Lt Col Johannes to schedule a convenient time. Funds are available for pizza/drinks.
- He suggested that Capt Brown of the graduating GEM class could organize refreshments and try to recruit a successor for the young members' committee from the incoming class.
- It would be helpful to have a senior CE officer present to say a few words about the Post. Col Todd did it last year and agreed to attend this year.
- Ken Stegall reported good response to his STEM education survey

8 Industry Affairs (Mr. Bill Sampson /Mr. John Koerner/ Mr Joe Brink)

- The committee will start planning for the fall Industry Day event.
- There will be no AFMC conference this fall so ID will be a stand-alone event.
- A small business agenda will be included in the planning for ID.

9 Readiness (Emergency Preparedness/Infrastructure Resilience) (Mr. Jon Wheeler / CMSgt Hector Andrade)

- Jon reported that he is working through the streamer criteria
- He has requested help with meeting the training requirements for the Streamer so if anyone in the organization has taken any readiness training let him know.

10 Social (Mr. Mike Howe / Ms. Kim Duncan)

- Kim is planning a fall drink fest. She has contacted the new Yellows Springs brewery and they offered a \$9.00 per person tasting event. We can bring in our own food since they don't serve food yet.
- Kim will schedule the date in September or October and make an announcement via e-mail.

11 Golf (Mr. Grant Bartee/ Mr. Alan Hautman/ Mr. Jeff Leonard)

- Ted reported the golf outing went very well and thanked everyone who helped out.
- He reported that 86% of all players bought mulligans which increased income.
- Grant Bartee is taking over as golf chairman and will run the golf outing again next year. Thanks Ted!

12 Young Members (Capt Jonathan Polston / Capt Stanton Brown)

- The upcoming young member led November meeting with a young member guest speaker was discussed. Capt Brown is looking into a speaker for the event.

13 College Outreach (Nichole Lashley/ Travis Burr)

- Setting up a chapter at Ohio State is proving very difficult because of their rules about student organizations on campus
- The Dayton Chapter is being developed for the new year.

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

- There was a discussion of working with The Dayton Regional STEM technical School and of becoming active in the ASC sponsored Tech Fest next year.

15 Yellow Ribbon (Mr. Bill Sampson)

- The committee is finding that a lot of schools want to donate to the fund.
- There is currently only a small local, Wright-Patterson, group deployed.

16 Awards (Ms. Jennifer Tamburino)

- Ken will start working on the President's award.
- Col Todd will talk to Jennifer about what support she needs in preparing the award's package.

17 Fellows (Mr. Nick Scambilis)

- There are discussions underway about this year's nominees and the packages are being prepared.

18 Small Business (Mr Jeffery Engram / Ms. Rosie O’Grady / Ms. Marci Snyder/ Kevin Conley)

- No report.

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

- Kim asked that meeting notices include links to articles on the web site.
- Kim is also looking for articles from members that can be included in the Blasts sent out to members. She is concern that without the old style, PDF, newsletters we are losing the Post history because items on the website are too easily lost.
 - Since the new website may change things we will wait to see how it works before making changes to our process.
- Ted announced that the Post website on the SAME national server is about to launch. The old website will shut down shortly since we don’t plan to renew it.
 - The transfer of the domain name needs to be worked out.
 - Ted will check on our ability to upload pictures and other information to the new website.

20 Affiliates Societies Council (Mr. Drew Titone/ Mr. Jim Ryckman)

- No Report, meetings to restart in the fall.

21 Old Business:

- Jeff asked about having the members meeting at the Twin Base facility on a regular basis. He will bring the topic up at the next members meeting and check the opinion of the regular attendees.

22 New Business:

- None.

23 Post calendar is attached.

- See attached calendar.

24 Adjourn: at 1:25.

Drew Titone 

Assistant Secretary, Kittyhawk Post

Ken Stegall 

President, Kittyhawk Post

Updated Roster **August** 2013 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email
President-	Ken Stegall	X			CMS	kstegall@cms-corporation.com
President Elect	Ted Hecht	X			WPAFB 88 ABW/CE	theodore.hecht@us.af.mil
Vice-President	Nadja Turek			X	Woolpert	nadja.turek@woolpert.com
Secretary	Joe Pado			X	HQ AFMC/A7NX	joseph.pado@us.af.mil
1st Asst Secretary	Joe Brink			X	Burgess & Niple	joe.brink@burgessniple.com
2nd Asst Secretary	Drew Titone	X			Woolpert	drew.titone@woolpert.com
Treasurer	Pete Battaglia			X	LJB	PBattaglia@ljbinc.com
Asst. Treasurer	Bronnie Robinson	X			Atriax Group	bronnierobinson@atriaxgroup.com
1st Director	David Perkins			X	WPAFB 88 ABW/CE	david.perkins.2@us.af.mil
2nd Director	Alan Hautman			X	Emersion Design	alan.hautman@emersiondesign.com
3rd Director shared	April Lewis			X	Retired	alewis@woh.rr.com
3rd Director shared	Col Jeffrey Todd	X			HQ/AFMC/A6/7	jeffrey.todd@us.af.mil
Programs	Nichole Lashley	X			Auxano Environmental	auxanoenvironmental@outlook.com
Co-Chair	Jeff Leonard	X			WPAFB 88 ABW CE	jeffrey.leonard@us.af.mil
Co-Chair	Nadja Turek			X	Woolpert	nadja.turek@woolpert.com
Communications/ Public Relations	Greg Lonergan			X	SHP Leading Design	glonergan@shp.com
Support	Rene Campagna			X	SHP Leading Design	rcampagna@shp.com
Public Relations	Kim Duncan	X			Retired	KimDuncan@woh.rr.com
Education	Mark Goltz			X	AFIT	mark.goltz@afit.edu
Co-Chair	Nadja Turek			X	Woolpert	nadja.turek@woolpert.com
Co-Chair	Joe DiMisa	X			Woolper	joe.dimisa@woolpert.com
Industry Affairs	Bill Sampson			X		wsampson@ctconsultants.com
	John Koerner			X	Retired	jabkoerner@aol.com
	Joe Brink			X	Burgess & Niple	joe.brink@burgessniple.com
Small Business	Jeff Engram			X	Tec Incorporated	jengram@tecinc1.com
Co-Chair	Rosie O'Grady			X	TesTech	rogrady@testtechinc.com
	Marci Snyder			X	Woolpert	marci.snyder@woolpert.com
	Kevin Conley			X	PCI	kc@pci-corp.biz
Post Small Business Liaison Officer	Michael Chow	X			MC&D	mchow@metrocdengineering.com
Awards	Jennifer Tamburino			X	URS	Jennifer_tamburino@urscorp.com
Membership	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
Sustaining Members	Nikki Kelley			X	Emersion Design	Nikki.kelley@emersiondesign.com
Readiness	Jon Wheeler	X			BAH	jon.wheeler.2.ctr@us.af.mil
Co-Chair	CMSgt Hector Andrade			X	AFIT/CEM.	hector.andrade@afit.edu
Social	Mike Howe			X	WPAFB 88 ABW CE	michael.howe.2@us.af.mil
Support	Kim Duncan	X			Retired	KimDuncan@woh.rr.com
Golf	Grant Bartee			X	LJB Inc.	gbartee@ljbinc.com
Co-Chair	Alan Hautman			X	Emersion Design	alan.hautman@emersiondesign.com
Co-Chair	Jeff Leonard			X	WPAFB 88 ABW CE	jeffrey.leonard@us.af.mil

Young Members	Capt Stanton Brown	X		AFIT GEM	stanton.brown@afit.edu
Co-Chair	Capt Jonathan Polston		X	HQ AFMC A6/7	jonathan.polston.1@us.af.mil
K-12 Outreach	Jim Levy		X	WPAFB 88 ABW CE	James.levy@us.af.mil
Co-Chair	Ryan Schlosser		X	WPAFB 88 ABW CE	Ryan.schlosser@us.af.mil
Affiliates Societies	Drew Titone	X		Woolpert	drew.titone@woolpert.com
Co-Chair	Jim Ryckman		X		Jim.ryckman@wpafb.af.mil
Yellow Ribbon	Nikki Kelley		X	Emersion Design	Nikki.kelley@emersiondesign.com
Co-Chair	Bill Sampson		X	CT Consultants	wsampson@ctconsultants.com
College Outreach	Nichole Lashley	X		ICI	auxanoenvironmental@outlook.com
Co-Chair	Travis Burr		X	Test Tech Inc.	burr@testtechinc.com
Fellows	Nick Scambilis	X		Retired	nicksca@aol.com

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 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>
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>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>July Golf Outing - No Luncheon</p> <p>Re-apply to 88 ABW Services to continue as a Private Organization, every even number year by July 18th.</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>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) SAME Camper presentation</p>	<p>September</p> <p>September 1- Fellows Nominations due to HQ</p> <p>Membership Presentation to Incoming AFIT Students</p>
<p>October</p> <p>October 1 - Student Chapter Annual Status Report due to meet IB criteria for Outreach and Communication streamer</p> <p>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>Visit Monthly Luncheon Fees</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>



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
8 August 2013
WPAFB Officer Club (Ballroom)

11:30 Set up laptop and projector (Nichole Lashley)

11:45 Welcome to this meeting of the Society of American Military Engineers and welcome to all our distinguished visitors. (Ken Stegall)

Pledge of Allegiance (Ken Stegall)

Invocation (Jeff Leonard)

Comments to be seated (Ken Stegall)

Recognize Distinguished Guests – Head Table (Ken Stegall)

Provided by Jeff Leonard the day of the meeting

Comments to Begin Lunch (Ken Stegall)

12:00 SAME Announcements: (Ken Stegall)

- Social Activities (Kim Duncan)
- K-12 Outreach (Ryan Schlosser)
- Golf Wrap-Up (Ted Hecht)
- Straw Pole Lunch Locations (Jeff Leonard)
- Sustaining Membership (Nikki Kelley)

12:15 Membership Pins: Joe DiMisa as MC, Pins handed out by Ken Stegall

- 10 year pins **{Group PHOTO}**
- 15 year pins **{Group PHOTO}**
- 25 year pins **{Group PHOTO}**

12:20 Featured Speaker: Dick Honneywell (Ken Stegall) – Ken to condense BIO

BIO: Dick Honneywell is currently director of the of the UAS center and test complex. He is responsible for aerospace business development and expansion in the Dayton region and State of Ohio. He leads implementation of initiatives including development of Unmanned Air Vehicles (UAV) infrastructure, supply chain consolidation and expansion of maintenance, and repairs & overhaul (MRO) capabilities. He also focuses on identification, facilitation and implementation of technology-related opportunities in materials, structures, propulsion, power systems and sensors which enable aviation growth.

Dick retired from civil service with over 32 years of service in support of the United States Air Force in April 2011. His last duty position was serving as the Director of Nuclear Surety, HQ AFMC at Wright Patterson AFB. He retired as Colonel from the Air Force Reserve with 30 years of service in January 2009. He has held numerous acquisition management positions in the Air Force Research Laboratory, Aeronautical Systems Center, Electronic Systems Center and HQ Air Force Materiel Command.

Dick graduated in December 1978 from Arizona State University with a Bachelor of Science Degree in Mechanical Engineering and was commissioned into the Air Force. He earned a Master's of Science in Engineering Management in 1987 from the University of Dayton and graduated from the Defense Leadership and Management Program in 2008. Dick is a member of the Air Force Association and the Armed Forces Communications and Electronics Association (AFCEA).

Please welcome Mr. Honneywell!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker (Ken Stegall) **{PHOTO}**

12:45 Final Announcements: (Ken Stegall)

Our September luncheon will be on Thursday September 12th at Twin Base. Our speaker will be Mr. Charles Groover, OARS Phase 2 Construction Manager with H.R. Gray, who will discuss the City of Columbus OARS project. The OARS project is constructing a 20-foot diameter tunnel that is 160 feet deep and 4 ½ miles long under the city of Columbus with 4 shafts to the surface. The project will alleviate combined sewer overflow problems for the city, improving water quality. It is the largest civil works project in the city's history – come hear Mr. Groover talk about this remarkable project on September 12th!

You can register for the September luncheon via our website: www.samekittyhawkpost.com or you can go straight to the registration page: www.samekittyhawkpostaprilluncheon.eventbrite.com

50/50 Drawing (Bill Sampson): The winner is _____?

Reminder: If you haven't paid for lunch see Pete Battaglia

12:50 Adjourn Meeting (Ken Stegall)