

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 06 November 2014; 11:30 AM – 13:16 PM

LOCATION: LJB Office (2500 Newmark Drive, Miamisburg, OH)

SUBMITTED BY: Joseph Pado, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 04 December 2014; (First Thursday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 13 November 2014
Twin Base Golf Course

ITEMS DISCUSSED:

1. **President's Corner (Mr. Ted Hecht)**
 - Ted welcomed the Board to the meeting.
 - Ted then welcomed Ms. Rosemary Gilbertson, SAME Regional Vice President.
2. **Secretary (Mr. Joe Pado / Mr. Joe Brink & Mr. Drew Titone assistants)**
 - Joe Pado presented the draft minutes from the October Board meeting. No further changes were requested and the minutes were approved as presented.
3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - Pete provided the Treasurer's Report prior to the meeting (see attached).
 - The Board discussed that the 2015 Budget needs to be approved at the next Board meeting. Pete stated that he will send out a proposed budget for review. Board Chairs will need to present any proposed changes at the December Board meeting.
 - The Treasurer's report was approved by the Board (attached).

Committee Reports

4. Membership (Mr. Joe DiMisa)

- The following are the current membership numbers:

29 October 2014

IM's	226
SREPS	261
Total	487
Students	17

2014 Goal – 436 (451 members is the threshold to become a Large Post)

- Joe stated that he is working with Jim Ryckman to conduct a SAME recruitment session at Jim's organization (AFLCMC/WNV) in January. This is follow-up to the previous Board meeting discussion where Jim mentioned that his organization has many engineers that might have interest in joining SAME.

5. Sustaining Membership (Ms. Nikki Marksberry / Michael Chapman)

- Nikki stated that Michael Chow from MetroCD Engineering will be the Sustaining Member Firm presenter at the November luncheon.
- Nikki announced that due to work and other professional obligations, she will be stepping-down from the Kittyhawk Board (remaining active with the Kentuckyanna Post). She then introduced Mr. Michael Chapman as her replacement.

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

- The agenda for the next Post Membership Luncheon was reviewed and edited. The final agenda is attached.
- Nichole stated that she is looking for 2015 presenters/topics. Nadja suggested that the Post should seek-out a speaker from the Air Force Institute of Technology on the topic of Infrastructure Resiliency (IR). An IR briefing could also be used to fulfill the requirements for the Emergency Preparedness & Infrastructure Resilience streamer.

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

- Nadja stated that she has been in contact with past scholarship recipients. The Board suggested that select recipients should be invited back to Post luncheons to report on their achievements since receiving their scholarship(s).

8. Industry Affairs (Mr. Mike Chow / Bill Sampson / Mr. John Koerner / Mr. Joe Brink / Mr. Norm Campbell)

- Mike announced that he made contact with the Cincinnati Post in an attempt to gauge interest in holding a joint-Industry Day event in the spring. Both sides could not agree on mutual format/program/location. Both Posts agreed that they will hold individual events in the

spring. The discussion then progressed as to determining a theme for the event. After discussion, the theme of “Security” (smart controls, cyber security, etc.) became the front-runner.

9. **Small Business (Mr. Jeffery Engram / Ms. Rosie O’Grady / Ms. Marci Snyder / Mr. Scott Porter) - Post Small Business Liaison Officer (Mr. Mike Chow)**
 - No Report.
10. **Emergency Preparedness & Infrastructure Resilience (Mr. Jon Wheeler / Maj Theresa White)**
 - Jon reported to the Board via e-mail. His report asked if anyone was attending the Mid-Atlantic JETS in Chantilly, VA (10-14 Nov). Marci Snyder stated that she believed one of her coworkers was attending. Marci will circle-back with Jon to provide details.
11. **Social (Mr. Michael Howe / Mr. Michael Kerr / Ms. Kim Duncan)**
 - Michael Kerr stated that 4 December is the date for the Post’s Holiday Social Event. The location will be at the Carillon Brewing Company in Dayton.
 - Michael also stated that he is in the process of arranging an NCAA Final Four social event at Frickers and a Dayton Dragons game social later in the year.
12. **Golf (Mr. Grant Bartee / Mr. Alan Hautman / Mr. Jeff Leonard)**
 - Alan stated that the Golf Committee will start planning the 2015 event later this month.
13. **Young Members (Capt Sam Logan / Capt Jonathan Polston)**
 - No Report.
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - Joe reported via e-mail. He stated that he spoke with Dr. Webb from South Alabama University. The key “take-away” from that discussion was that for a successful College Outreach Chapter, there must be close interaction between the Student Chapter and the Board. This includes attendance at Chapter meetings and involvement with each other through various activities. Joe stated that Dr. Webb also provided valuable marketing points, inputs on successful and non-successful events and the organizational structure that South Alabama University uses.
15. **K-12 Outreach (Mr. Jim Levy/Ms. Belinda Kinley)**
 - No Report.
16. **Yellow Ribbon (Mr. Bill Sampson)**
 - Bill reported that he has collected 1,000 holiday cards from elementary school students. The cards will be mailed to deployed service members later this month.
 - Ted Hecht stated that the adopt-a-service member family toy drive is going very well. All Board member donations need to be provided (wrapped) by the 04 Board meeting.
17. **Awards (Ms. Jennifer Tamburino / Mr. Dave Perkins)**
 - No report from the Committee however Ted Hecht will contact Jennifer to check on status.

18. **Fellows (Col Jeff Todd)**
 - Col Todd noted that there is a Young Member/Fellows social event on 19 November.
 - Col Todd also stated that the Post submitted two Fellow nomination packages.
19. **Communications/Public Relations (Capt Jesse Lantz and Ms. Rene Campagna / Ms. Kim Duncan / Capt Andrew Folz)**
 - Capt Lantz reported that he has full access to the Post's Facebook page and is fully up-to-speed with the program.
20. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - Drew stated that due to a decline in donations, February's TechFest is under-funded this year. Drew reiterated that he would like to ensure that the Kittyhawk Post's annual donation to the event is provided in early-January. Drew also stated that he was successful in getting Woolpert to donate \$400 toward the event.
21. **Old Business:**
 - None
22. **New Business:**
 - Nadja stated that Mike Howe will attend the Post Leadership Conference in Arizona this February.
23. **Post calendar is attached.**
 - See attached calendar.

24 **Adjourn:** 1:16 PM

Joseph E. Pado *Joseph E. Pado*

Secretary, Kittyhawk Post

Theodore J. Hecht *Theodore J. Hecht*

President, Kittyhawk Post

Updated Roster November 2014 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email
President-	Ted Hecht	X			WPAFB - 88 ABW/CEG	theodore.hecht@us.af.mil
President Elect	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Vice-President	Mike Howe			X	WPAFB – 88 ABW/CEG	michael.howe.2@us.af.mil
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 Kallas	X			Atriax Group	bronnies.kallas@atriaxgroup.com
1st Director	Alan Hautman	X			Emersion Design	alan.hautman@emersiondesign.com
2nd Director	Col Jeffrey Todd	X			WPAFB - HQAFMC/A6/7	jeffrey.todd@us.af.mil
3rd Director	Ken Stegall	X			CMS	kstegall@cms-corporation.com
Programs	Nichole Lashley	X			Auxano Environmental	auxanoenvironmental@outlook.com
Co-Chair	Jeff Leonard			X	AFRL/RQY	jeffrey.leonard@us.af.mil
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Communications/ Public Relations	Capt Jesse Lantz	X			WPAFB – HQ AFMC/A7ND	jesse.lantz@us.af.mil
Support	Rene Campagna			X	SHP Leading Design	rcampagna@shp.com
Public Relations	Kim Duncan			X	Retired	KimDuncan@woh.rr.com
Co-Chair	Capt Andrew Folz			X	AFIT	folz.andrew@afit.edu
Education	Mark Goltz	X			AFIT	mark.goltz@afit.edu
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Co-Chair	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
	Tom Kolber	X			Woolpert/Retired	tom.kolber@woolpert.com
Industry Affairs	Michael Chow	X			MC&D	mchow@metrocdengineering.com
	Bill Sampson	X			CT Consultants	wsampson@ctconsultants.com
	John Koerner			X	Retired	jabkoerner@aol.com
	Joe Brink	X			Burgess & Niple	joe.brink@burgessniple.com
	Norm Campbell			X	Schneider Electric	norm.campbell@schneider-electric.com
Small Business	Jeff Engram	X			Tec Incorporated	jengram@tecinc1.com
Co-Chair	Rosie O'Grady			X	Barr & Prevost	rosie.ogrady@barreng.com
	Marci Snyder	X			Woolpert	marci.snyder@woolpert.com
	Scott Porter			X	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Post Small Business Liaison Officer	Michael Chow	X			MC&D	mchow@metrocdengineering.com
Awards	Jennifer Tamburino			X	URS	Jennifer_tamburino@urscorp.com
Co-Chair	Dave Perkins			X	WPAFB – 88 ABW/CEG	dave.perkins.2@us.af.mil
Membership	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
Sustaining Members	Nikki Marksberry	X			Emersion Design	nikki.marksberry@emersiondesign.com
Co-Chair	Michael Chapman	X			Emersion Design	michael.chapman@emersiondesign.com
Readiness	Jon Wheeler			X	Booz Allen Hamilton	wheeler_jon@bah.com Jon.Wheeler@afit.edu
	Maj Theresa White			X	AFIT – PhD Program	theresa.white@us.af.mil
Social	Michael Kerr	X			MAKSolve, LLC	michael@maksolve.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	AFRL/RQY	jeffrey.leonard@us.af.mil
Young Members	Capt Sam Logan		X	WPAFB - AFIT GEM	samuel.logan@afit.edu
Co-Chair	Capt Jonathan Polston		X	WPAFB - HQAFMC/A7ND (Deployed)	jonathan.polston.1@us.af.mil
K-12 Outreach	Jim Levy		X	WPAFB - 88 ABW/CEG	james.levy@us.af.mil
	Belinda Kenley		X	Energy Optimizers USA	bkenley@energyoptusa.com
Affiliates Societies	Drew Titone	X		Woolpert	drew.titone@woolpert.com
Co-Chair	Jim Ryckman		X	WPAFB - AFLCMC/WNV	s.ryckman@us.af.mil
Yellow Ribbon	Bill Sampson	X		CT Consultants	wsampson@ctconsultants.com
College Outreach	Joe Piechota		X	WPAFB – 88 ABW/CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy		X	WPAFB - 88 ABW/CEG	james.levy@us.af.mil
Fellows	Col Jeff Todd	X		WPAFB - HQAFMC/A6/7	jeffrey.todd@us.af.mil

TREASURER'S REPORT

November 2014

Expenses

- Eventbrite fees (September 14) \$57.63
- Newtek Fees (September. 14) (\$81.74+ \$71.46) = \$153.20
- October Lunch \$770.40
- YM AFIT Lunch (Samuel Logan) \$249.73

Total Expenses \$1230.96

Income

- October Lunch \$1092.00
- Yellow Ribbon \$40.00
- Fisher House \$15.00
- April Lewis Memorial Scholarship Fund \$255.00

Total Income \$1402.00

Anticipated November 2014

Expenses

- Newtek Fees –
- Eventbrite fees \$
- November Luncheon

Income

- November Luncheon

Other Items:

Account Balances as of 10-31-14

- WP Basic Share account \$882.24
- WP Checking Account \$11038.39
- WP Money Market Fund \$66,319.40

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 88 ABW Private Organization Office (Secretary)</p> <p>Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)</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>Young Member Hosted Luncheon</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 -- Change submitted by Secretary w/in 30 days to National & WPAFB Private Organization Office</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) (Secretary)</p> <p>Young Member led meeting</p> <p>Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)</p>

<p style="text-align: center;">July</p> <p>Golf Outing - No Luncheon</p>	<p style="text-align: center;">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)</p> <p>SAME Camper presentation</p>	<p style="text-align: center;">September</p> <p>1 Sep - Fellows Nominations due to HQ</p> <p>19 Sep - Membership Presentation to Incoming AFIT Students</p>
<p style="text-align: center;">October</p> <p>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer</p> <p>Round Table Event</p> <p>Visit Monthly Luncheon Fees</p>	<p style="text-align: center;">November</p> <p>SM Dues paid by EFT</p> <p>Nov 24 - Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer</p>	<p style="text-align: center;">December</p> <p>Social Event - Holiday Party (No Luncheon)</p> <p>Dec 3-5 - Great Lakes River Division Conference (Cincinnati)</p> <p>Dec 12 – Board Meeting & Social</p>



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
13 November 2014
Twin Base Golf Course

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. (Ted Hecht)

Pledge of Allegiance (Ted Hecht)

Invocation (Jeff Leonard)

Comments to be seated (Ted Hecht)

Recognize Distinguished Guests – Head Table (Ted Hecht)

Head Table: TBA

Presenter – Fisher House (Chris Stanley): (Ted Hecht)

Comments to Begin Lunch (Ted Hecht)

- Welcome back to Twin Base; Lunch will be Buffet Style and we will release the tables a few at a time.

12:05 **SAME Announcements:** (Ted Hecht)

- Holiday Boxes for the Troops (Bill Sampson)
- Holiday Party (Michael Kerr)
- Ohio Valley and Great Lakes JETS (Louisville, KY)– November 19-21 (Ted Hecht)
- SAME Small Business Conference (Kansas City) – December 9-11 (Ted Hecht)

12:10 **SM Presenter – Metro CD (Michael Chow):** (Ted Hecht)

12:15 Featured Speaker: Greg Smith, President of Energy Optimizers, will be presenting on "LED Technology – The Latest Trends and Updates " (Ted Hecht)

BIO: Mr. Smith has a B.A. Degree from Wilmington College and an M.A. Degree from the University of North Dakota.

Please welcome Mr. Smith!

Question/Answer Period

Present Kittyhawk Post Coin to Speakers (Ted Hecht) **{PHOTO}**

12:40 Final Announcements: (Ted Hecht)

There will be no December luncheon and the holiday party will be December 4, from 5:30pm to 7:30pm at Carillon Brewing Company.

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

Reminder: if you need to pay for lunch or did not sign in when you arrived, please see Pete Battaglia.

12:50 Adjourn Meeting (Ted Hecht)

SAME E-NEWSLETTER ARTICLE GUIDELINE						
TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE REQUESTED (Y/N)?	COMMENTS
NOVEMBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
Holiday Party	Social	Nov-Dec	Michael Kerr	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
DECEMBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
Scholarship announcement	Education	Dec-Mar	Mark Goltz	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Mark Goltz	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
Holiday Party	Social	Nov-Dec	Mike Howe	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
JANUARY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
Science Fair volunteer solicitation	Education	Jan	Mark Goltz	Y	N	
Scholarship announcement	Education	Dec-Mar	Mark Goltz	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Mark Goltz	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
President's Award	Streamers/Award	Jan	Tamburino/Perkins	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
AS NEEDED / TBD						
Tech Fest	Affiliates Societies		Drew Titone			
	College Outreach		Joe Plechota			
Industry Day	Industry Affairs		Michael Chow	Y	Y	
	Post Small Business Liaison Officer		Michael Chow			
	EP&IR		Maj Theresa White			
Small Business Roundtable	Small Biz	1-60 Days B4 Event	Jeff Engram/Rosie O'Grady/Marci Snyder/Scott Porter	Y	Y	
Spring Social	Social	TBD	Michael Kerr	Y	N	
Request for Donations	Yellow Ribbon	TBD	Bill Sampson	Y	N	
Young Member Activities	YM Chair	As Needed	Capt Sam Logan / Capt Jonathan Polston	Y	TBD	