

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 06 April 2017; 11:35 AM – 1:25 PM

LOCATION: Wright-Patterson AFB (Area A), Bldg 11

SUBMITTED BY: Joseph Pado, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 04 May 2017; 11:30 AM – 1:00 PM (First Thursday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 20 April 2017
Montgomery County Administrative Building, Dayton, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Mike Howe)**
 - No initial comments.

2. **Secretary (Mr. Joe Pado / Mr. Joe Brink & Mr. Drew Titone assistants)**
 - The minutes from the March Board meeting were approved as presented.
 - Joe Pado stated that the Post's By-Laws are up for bi-annual review and will be re-approved in June. He stated that he has started to solicit Post Members for suggested changes/updates. Joe DiMisa asked if suggested changes will be provided for consideration. Joe Pado stated that he will provide those in a few weeks.

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Board reviewed the April Treasurer's report (attached). No concerns were noted.
 - Pete Battaglia reported that he is working on the Post's Annual Report to SAME National. He went on to state that he needs help in assessing the Post's annual community service & Wounded Warriors Project contributions. The Board named several past efforts that could fit this criteria and Pete recorded them. Col Moore also stated that he is interested in cultivating more Wounded Warrior Project volunteer opportunities and will report to the Board those arise.

Committee Reports

4. Membership (Mr. Joe DiMisa)

- The following are the current membership numbers:

<u>01 April 2017</u>	
IM's	237
SREPS	228
Total	465
Students	20

2017 Goal – 452 (451 is threshold to be considered Large Post)

- Nadja Turek mentioned that she has been receiving automated messages when new individuals seek to be added to the Kittyhawk Post's general membership e-mail distribution list. She was advised to send those new addresses to Alex Masters so that he can get those individuals added to the Post's Mail Chimp e-mail distribution account.

5. Sustaining Membership (Mr. Michael Chapman)

- Michael Chapman reported that there will not be a Sustaining Member Firm briefer at the April luncheon.

6. Programs (Mr. Amir Mott / Ms. Teri French / Ms. Nadja Turek/ Ms. Nichole Lashley Mr. Jeff Leonard)

- Teri French and Nadja Turek reviewed the proposed April Membership Luncheon agenda (attached).
- Future luncheon topics were also discussed:
 - It was stated that May and Jun luncheon briefers have been secured.

7. Education/Scholarships/Science Fairs (Mr. Tom Kolber/ Ms. Nadja Turek/ Col Paul Cotelleso)

- Tom Kolber stated that he is still receiving 2017 scholarship applications. Application deadline is 12 April and packages will be reviewed on 20 April.

8. Industry Affairs (Mr. Ken Stegall / Mr. Scott Porter / Mr. Joe Brink /Mr. Norm Campbell)

- Ken Stegall stated that Scott Porter has scheduled a meeting for 28 April to determine the feasibility for an Industry Day event this Fall. Ken also stated that he believes the theme will be Energy Resiliency and Mission Assurance.

9. Small Business (Mr. Jeffery Engram) Post Small Business Liaison Officer (Mr. Scott Porter)

- No report.

10. **2017 JETC Planning (Mr. Jeff Todd / Sam Reed)**
 - Jeff Todd reported that preparations for 2017 JETC continue to progress. He stated:
 - He is still looking to fill volunteer slots.
 - Event sign-up/attendance is up this year however sponsorship is down. Jeff Todd is looking for volunteers to help promote/secure sponsors.
 - Mike Howe proposed sending 2 Young Members as well as the Post's President-Elect and Vice President. The Board considered this proposal and supports it.
 - Dave Perkins reported that the Golf Outing held in-conjunction with JETC has nearly 80 RSVPs, to-date, and has surpassed all required minimums to break-even on cost.
11. **Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Maj Michael Spencer)**
 - Jon Wheeler reported that EP&IR streamer criteria continues to evolve and that he continues to have dialog with SAME National to ensure our Post tracks with the new requirements.
 - Jon Wheeler also stated that he plans to provide By-Law updates to Joe Pado.
12. **Social (Mr. Dave Perkins / Mr. Robert Blevins)**
 - Dave Perkins stated that the Post's Dayton Dragons game social event is scheduled for 19 April and tickets are still available.
13. **Young Members (Capt Zach Bierhaus / Kelly Hecht / Lauren Anderson / Maj Michael Spencer / Mr. Jim Levy)**
 - Jim Levy reported that he is considering a Young Members event this Spring. Mike Howe suggested holding the event in June (after JETC).
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - Joe Piechota reported the Committee has arranged for a tour of Air Force Research Laboratory on 11 April. The tour will be for 14 Wright State University students.
15. **K-12 & STEM Outreach (Col Shawn Moore / Mr. Jim Levy / Chris Abell)**
 - Jim Levy stated that the Post will be sponsoring 3 students to the U.S. Military Academy Camps this summer.
 - Jim Levy reported that he is working to plan a field trip for Stebbins High School students this May.
 - Col Moore stated that he plans to evaluate more STEM Outreach opportunities and will report his findings back to the Board.
 - Joe Pado reported that he has been unable to contact Chris Abell via his previously provided e-mail & phone numbers. Joe Pado will remove Chris Abell from the Board roster.
16. **Yellow Ribbon (Ms. Marci Snyder)**
 - No report however Bronnie Kallas asked if there might be any Yellow Ribbon opportunities available at JETC. Nadja Turek stated that she would pass along that idea on to Marci Snyder for further evaluation.

- 17. Awards (Mr. Gordon Taylor)**
 - Gordon Taylor provide inputs on 4 topics:
 - He publically thanked all Board members who helped with the 2016 Streamer submission to SAME National.
 - He stated that JETC was coded as military training so units, if desired, can send their employees with training funds.
 - He encouraged all to volunteer at JETC.
 - He stated that he intends to build increased dialog with the Programs Committee to ensure future luncheons are delivering programs that satisfy evolving streamer criteria.

- 18. Fellows (Mr. Jeff Todd)**
 - No report but Nadja Turek stated the Kittyhawk Post Fellows will meet on 13 Apr to discuss the SAME Foundation and how the Fellows/Post can support it.

- 19. Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - No report.

- 20. Communications/Public Relations (Capt Jesse Lantz / Capt Philip Ramsey / Mr. Alexander Masters / Mr. Chris Hesse)**
 - No report.

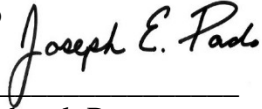
- 21. Old Business:**
 - Ken Stegall report that the Post Officer Ballot will be Jeff Leonard (President), Norm Campbell (President-elect), Joe DiMisa (Vice President), Pete Battaglia (Treasurer) and Joe Pado (Secretary). After the Board Meeting, a new candidate for Secretary was found. Maj Chris Scannell, USMC(R) will replace Joe Pado on the ballot.

- 22. New Business:**
 - Bronnie Kallas & Joe Pado noted that they were contacted by Capt Justin Iungerich from AFIT. Capt Iungerich stated that he and approximately 20 others AFIT students in Sigma Iota Epsilon (Honor Society and Professional Management Fraternity) are seeking ideas for service projects. It was discussed that there may be potential for future joint-volunteer opportunities with this group. It was further suggested that the Young Members Committee should maintain ties with this organization for future opportunities.

- 23. Post calendar is attached.**

24. **Adjourn:** 1:25 PM

Joseph E. Pado



Secretary, Kittyhawk Post

Michael L. Howe



President, Kittyhawk Post

Updated Roster April 2017 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Mike Howe	X			937-257-6214	WPAFB – 88 CEG	michael.howe.2@us.af.mil
President Elect	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
Vice-President	Vacant						
Secretary	Joe Pado	X			937-656-0428	WPAFB - AFIMSC	joseph.pado@us.af.mil
1st Asst Secretary	Joe Brink		X		513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
2nd Asst Secretary	Drew Titone	X			937-901-1739	Woolpert	drew.titone@woolpert.com
Treasurer	Pete Battaglia	X			614-563-3542	LJB	PBattaglia@ljbinc.com
Asst. Treasurer	Bronnie Kallas	X			316-518-7952	Atriax Group	bronnies.kallas@atriaxgroup.com
1st Director	Ken Stegall		X		937-728-0639	CMS	kstegall@cms-corporation.com
2nd Director	Ted Hecht			X	937-543-6920	Heapy Engineering	TJHecht@heapy.com
3rd Director	Nadja Turek		X		937-830-3855	Woolpert	nadja.turek@woolpert.com
Programs	Amir Mott			X	937-904-0987	WPAFB – 88 CEG	amir.mott@us.af.mil
Co-Chair	Teri French		X		937 255-5654	WPAFB - AFIT	teri.french.1@us.af.mil
	Nichole Lashley			X	937-271-1226	Auxano Environmental	auxanoenvironmental@outlook.com
	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
	Nadja Turek		X		937-830-3855	Woolpert	nadja.turek@woolpert.com
Communications	Capt Jesse Lantz	X			937-257-7034	WPAFB – AFIMSC	jesse.lantz@us.af.mil jesse.e.lantz@gmail.com
Co-Chair	Capt Philip Ramsey			X	814-207-5044	WPAFB - AFIT	philip.ramsey@afit.edu
Co-Chair	Alexander Masters			X	248-878-0189	Advanced Integrated Solutions	amasters@myaisteam.com
Public Relations	Chris Hesse			X	937-656-9103	USACE	chris.e.hesse@usace.army.mil
Education	Tom Kolber	X			937-531-1281	Retired	tjkolber@aol.com
Co-Chair	Nadja Turek		X		937-830-3855	Woolpert	nadja.turek@woolpert.com
Co-Chair	Col Paul Cotelleso			X	937-656-1478	WPAFB - AFIT	paul.cotelleso@us.af.mil
	Drew Titone	X			937-901-1739	Woolpert	drew.titone@woolpert.com
2017 JETC	Jeffrey Todd		X		937-901-7089	AFLCMC	jeffreymtodd3@gmail.com
Co-Chair	Sam Reed			X	614-486-4778	Advanced Engineering Consultants	samr@aecmep.com
Industry Affairs	John Koerner			X	937-429-9251	Retired	jabkoerner@aol.com
	Joe Brink		X		513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
	Norm Campbell			X	317-703-6875	Schneider Electric	norm.campbell@schneider-electric.com

Small Business	Jeff Engram			X	614-218-7328	Tec Incorporated	jengram@tecinc1.com
	Marci Snyder			X	937-307-5620	Woolpert	marci.snyder@woolpert.com
	Scott Porter			X	614-443-1178 x231	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Post Small Business Liaison Officer	Scott Porter			X	614-443-1178 x231	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Awards	Gordon Taylor		X		937-938-3747	WPAFB – AFLCMC/WNV	gordon.taylor.5@us.af.mil
Membership	Joe DiMisa	X			937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Sustaining Members	Michael Chapman		X		513-841-3084	Emersion Design	michael.chapman@emersiondesign.com
Emergency Preparedness & Infrastructure Resilience (EP&IR)	Jon Wheeler		X		937-239-5982	Booz Allen Hamilton	wheeler_jon@bah.com Jon.Wheeler@afit.edu
	Maj Michael Spencer			X	815-298-2911	WPAFB – AFIT Faculty	mjspence1@gmail.com
Social	Dave Perkins	X			937-656-6214	WPAFB – 88 CEG	dave.perkins.2@us.af.mil
Co-Chair	Robert Blevins			X	937-257-2764	88 CEG	robblevins@gmail.com
Young Members	Capt Zach Bierhaus			X	812-716-1166	WPAFB – AFIT GEM Student	zachary.bierhaus@afit.edu
	Maj Michael Spencer			X	815-298-2911	WPAFB – AFIT Faculty Mbr	mjspence1@gmail.com
	Kelly Hecht			X	937-307-1224	Messer Construction	khecht@messer.com
	Lauren Anderson			X	937-542-1495	Messer Construction	landerson@messer.com
	Jim Levy	X			937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
K-12 & STEM	Jim Levy	X			937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
Outreach	Col Shawn Moore	X			937-904-0090 (W) 937-269-7644 (C)	WPAFB – AFIMSC, Det 6	shawn.moore@us.af.mil quatromore@hotmail.com
	Chris Abell			X	513-360-7720 (W) 513-939-4804 (C)	4 Seasons Environmental	eabell@fseine.net
Affiliates Societies	Drew Titone	X			937-901-1739	Woolpert	drew.titone@woolpert.com
Co-Chair	Jim Ryckman			X	937-904-3801	WPAFB - AFLCMC/WNV	s.ryckman@us.af.mil
Yellow Ribbon	Marci Snyder			X	937-307-5620	Woolpert	marci.snyder@woolpert.com
College Outreach	Joe Piechota	X			937-904-1183	WPAFB – 88 CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy	X			937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
Fellows	Jeffrey Todd		X		937-901-7089	AFLCMC	jeffreymtodd3@gmail.com

TREASURER'S REPORT

April 2017

Expenses

- Eventbrite fees $\$70.23 + \221.52 (Golf) = $\$291.75$
- Eventbrite payment processing fees $\$23.19 + \241.05 (Golf) = $\$264.24$
- March Lunch = $\$754.00$
- Go Daddy Renewal = $\$205.66$

Total Expenses \$1,515.65

Income

- Yellow Ribbon = $\$111.00$
- Lunch = $\$983.00$
- Scholarship = $\$1,000$ (Woolpert)
- Fisher House From Eventbrite \$
- April Lewis Scholarship From Eventbrite \$

Total \$2094.00

JETC Golf

Registration (checks)

Registration (eventbrite) = $\$8,160.00$

Sponsor (checks)

Sponsor (eventbrite)

Total Golf (March) \$8,160.00

Total Income \$10,254.00

Anticipated

April 2017

Expenses

- Eventbrite
- April Lunch

Income

- Golf registrations
- April Lunch

Other Items:

Account Balances as of 03-31-17

- WP Basic Share account $\$1,130.85$
- WP Checking Account $\$14,639.30$
- WP Money Market Fund $\$73,449.97$
- Cash Box $\$500.00$



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
20 Apr 2017
Montgomery County Building, Room #1002

11:15 Set up laptop and projector (Amir Mott)

11:45 Welcome to this meeting of the Society of American Military Engineers. (Mike Howe)

- Box Lunch to be picked-up from the table located....
- Comments to go ahead and eat your box lunch and socialize freely; we will move to the seating area around 12:10 to begin the formal part of our meeting. Please visit our science fair winners during this time as well and learn more about their science fair projects! (Mike Howe)

12:10 **SAME Announcements:** (Mike Howe)

- Please Vote for Officer (Turek)
- Scholarships (Tom Kolber)
- JETC Volunteers (Jeff Todd)
- Local and JETC Golf Outing (Dave Perkins)
- Dragons Game (Robert Blevins)
- President Award (Mike Howe)
- By-laws (Joe Pado)
- Fisher House (Bronnie)

12:20 **Science Fair Winners** (Nadja Turek)

- Winner of our engineering project award is Cathryn Leies, with her project “”. She is a freshman at Carroll High School, and is joined today by her parents, Andrea and Michael Leies.
- Winner of our environmental project award is Madeleine Sanders, with her project “The Effect of Protective Coatings for Limestone Structures.” She is also a freshman at Carroll High School and is joined today by her father, Philip Sanders.

12:15 **Featured Speaker:** (Mike Howe)

- The presentation will primarily cover the third and final phase of the I-75 Modernization through Downtown Dayton. Including aspects of partnering, innovative contracting methods and lesson learned.

Scott B. LeBlanc, P.E.
 ODOT District 7, Area Engineer

After receiving his BSCE from the University of Cincinnati and his MBA from Wright State University, Scott spent nearly 10 years in the private sector with a heavy/highway general contractor. He then began his ODOT career as the state's bridge specialist in the Office of Construction Administration in Columbus. In 2007 he came to District 7 as an Area Engineer and began the initial phase of the I-75 Modernization Project in downtown Dayton. He has continued to be an integral part in the administration of both the subsequent phases of this urban mega project. In addition to the Dayton projects, Scott has oversight for all of ODOT's projects in Clark and Montgomery counties.

Present Kittyhawk Post Coin to ALL Speakers (Mike Howe) **{PHOTO}**

12:45 Final Announcements: (Mike Howe)

- Our May program be **11 May** and will be at the Dignam-Whitmore Banquet Center, Legion Lane, Fairborn. Mr. Chad Watchorn will be speaking on Regional STEM Collaborative efforts. Details will be posted to the SAME Kittyhawk Post website ahead of the May 11th luncheon.
- 50/50 Yellow Ribbon drawing (Tom Kolber)
- Thank the Montgomery County staff, particularly Keysha Alexander, for hosting our meeting today!
- Reminder: if you need to pay for lunch or did not sign in when you arrived, please see Pete Battaglia.
- Registration for luncheons is always on our website: <http://www.samekittyhawkpost.org/>
- Reminder: if you're not a member, but would like to be, please see Joe DiMisa!

12:55 I-75 Modernization Tour

- **Tour led by Scott B. LeBlanc, P.E.**

January	February	March
<p>January 20 - Nomination for National Awards Deadline</p> <p>All Individual Memberships Need Renewed Renew Post Office Box (Treasurer)</p> <p>Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)</p> <p>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</p> <p>Read Anti-Trust Statement at Membership Luncheon (Secretary)</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>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</p> <p>TechFest – 18-19 February 2017</p>	<p>Last 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 mid-March</p>
April	May	June
<p>Science Fair winners presented at membership meeting</p> <p>Executive Board Election by members</p> <p>Social Event - Dragons' Game (2017 ONLY)</p> <p>Deadline to submit USAF application to the camp registrar mid-April</p>	<p>SM Dues paid by EFT</p> <p>Deadline for Posts to submit Navy Camp Applications to Camp Registrar mid-May</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>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>Industry Day</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>SAME Camper presentation</p>	<p style="text-align: center;">September</p> <p>1 Sep - 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 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>Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)</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>1st Thursday – Board Meeting & Holiday Social</p> <p>2nd Thursday - No Luncheon</p>

SAME E-NEWSLETTER ARTICLE GUIDELINE

TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE (Y/N)?	COMMENTS
APRIL						
Election Info	1st Director	Apr - Jun	Ken Stegall	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz/ Capt Phillip Ramsey	Y	N	
Industry Day	Industry Affairs		Scott Porter	Y	Y	
GEM Award Winner	Education	April	Tom Kolber	Y	N	Maybe external press release
Science Fair Winners	Education	April	Tom Kolber	Y	Y	
Golf Outing - Call for Sponsors	Golf	March-July	Dave Perkins/ Robert Blevins	Y	N	
Field Trip Firm Visits	K-12 Outreach	March-Apr	Jim Levy	Y	N	
Construction Camp Applications	K-12 Outreach	March - May	Jim Levy	Y	Y	
Where Are They Now: Past Camper	K-12 Outreach	April	Jim Levy	Y		
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Summer Social - Dragons Game	Social	Apr-May	Dave Perkins/ Robert Blevins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
MAY						
Election Info	1st Director	Apr - Jun	Ken Stegall	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz/ Capt Phillip Ramsey	Y	N	
Industry Day	Industry Affairs		Scott Porter	Y	Y	
Golf Outing - Call for Sponsors	Golf	March-July	Dave Perkins/ Robert Blevins	Y	N	
Golf Outing - Golf Team Registration	Golf	May-July	Dave Perkins/ Robert Blevins	Y	Y	
Construction Camp Applications	K-12 Outreach	Mar - May	Jim Levy	Y	Y	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
By-Laws Approval	Secretary	May-Jun	Joe Pado	Y	N	Every other year, 2015, 2017, etc.
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Individual Member Highlight	Membership	May	Joe DiMisa	Y		
JUNE						
Election Info	1st Director	Apr - Jun	Ken Stegall	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz/ Capt Phillip Ramsey	Y	N	
Golf Outing - Call for Sponsors	Golf	March-July	Dave Perkins/ Robert Blevins	Y	N	
Golf Outing - Golf Team Registration	Golf	May-July	Dave Perkins/ Robert Blevins	Y	Y	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Mike Howe	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
By-Laws Approval	Secretary	May-Jun	Joe Pado	Y	N	Every other year, 2015, 2017, etc.
Where Are They Now: Past Scholarship Winner	Scholarship	June	Tom Kolber	Y		
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Renewal of WPAFB Private Organization Permit - Required Notification to Members	Secretary	Annual	Joe Pado	Y	N	
AS NEEDED / TBD						
	College Outreach	As Needed	Joe Piechota			
	Post Small Business Liaison Officer	As Needed	Scott Porter			
	Emergency Preparedness & Infrastructure Resilience (EP&IR)	As Needed	Jon Wheeler			
Small Business Roundtable	Small Biz	1-60 Days B4 Event	Scott Porter	Y	Y	
Young Member Activities	YM Chair	As Needed	Capt Zach Bierhaus	Y	TBD	