

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 03 May 2018; 11:30 AM – 1:23 PM

LOCATION: LBJ Inc, 2500 Newmark Dr, Miamisburg, OH

SUBMITTED BY: Chris Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 07 June 2018; 11:30 AM -1:00 PM (First Thursday)

Call in Number (605) 468-8032 Host Access Code: 722792* Participant Access Code: 722792#

Location: WPAFB, Building 11

MONTHLY GENERAL

MEMBERSHIP MEETING: 17 May 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Jeff Leonard)**
 - President will collect contact info for post attendees to the JETC and consolidate a list in order to coordinate post representation at events and a post meetup.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado/ Mr. Joe Brink / Mr. Drew Titone)**
 - The minutes from the April board meeting were approved.
 - Secretary will update officer information with SAME National following elections

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Treasurer's report for April was presented and approved (attached).
 - A template has been distributed via email for reimbursements, which should streamline the process.

Committee Reports

4. Membership (Mr. Joe DiMisa / Mr. Buddy Stanford)

- The following are the current membership numbers:

<u>01 May 2018</u>	
IM's	249
SREPS	234
Total	483
Students	18

The 2018 Goal is 481 total members (451 is threshold to be considered Large Post)

5. Sustaining Membership (Mr. Michael Chapman)

- The sustaining member for the May member luncheon has been confirmed.

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

- The May General Membership Meeting agenda was discussed.
- Coins are now available for whenever needed.

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

- 2 scholarships were awarded at the April luncheon. There will be an additional 3 presented in May, and 7-8 presented in June.

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

- An update was provided on the Industry Day program. The flyer will remain posted at the top of the Post website. Additional media to advertise the speakers and panelists will be produced and distributed to surrounding posts to encourage a broader attendance.
- There will be a meeting to discuss the Industry Day logistics following the May 17 general membership luncheon.

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

- Volunteers are requested to re-energize this committee.

10. **Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Ms. Penny Rike / Mr. Michael Backers)**
 - No report.

11. **Social (Mr. Robert Blevins / Mr. Ted Hecht)**
 - The trapshooting social event held April 20 at Middletown Sportsman's Club was a great success, with the 26 participants having a very good time.
 - The golf outing on July 13, 2018 is in need of sponsors.

12. **Young Members (Mr. Jim Levy / Ms. Kelly Hecht / Ms. Lauren Anderson)**
 - No report.

13. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy / Tay Johannes)**
 - NSTR

14. **K-12 & STEM Outreach (Col Shawn Moore / Mr. Jim Levy / Mr. Chris Abell)**
 - Two campers have been nominated by the post to attend the summer camps.

15. **Yellow Ribbon (Ms. Marci Snyder / Mr. Buddy Stanford)**
 - NSTR

16. **Awards (Mr. Gordon Taylor)**
 - The Relationships Streamer requires new relationship to be formed each year, so post members should be on the lookout for opportunities.

17. **Fellows (Mr. Jeff Todd)**
 - The fellows recently held a luncheon that was well attended.

18. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - There is discussion of future plans to transition Tech Fest to a different organization due to a loss of funding to ASC.

19. Communications/Public Relations (Capt Philip Ramsey / Maj Christopher Scannell / Mr. Chris Hesse)

- Maj Scannell has taken over responsibility for the monthly newsletter. Please send all information to be included to him.

20. Old Business:

- Jeff Leonard has sent out notes on the previous meeting with Alex Masters regarding the proposal to start a Field Post in Cleveland. Board members are encouraged to review the notes, and they will be discussed during the June board meeting.
- Buddy Stanford was approved by the board to receive sponsorship as a YM to attend the JETC.

21. New Business:

- There is a proposal to form an ad-hoc committee to consider re-organization or the standing committees into a format that makes more sense. This discussion is tabled until next month.

22. Post calendar is attached.

23. Adjourn: 1:23 PM

Christopher M. Scannell


Secretary, Kittyhawk Post

Jeffrey L. Leonard


President, Kittyhawk Post

TREASURER'S REPORT

May, 2018

Expenses

- Eventbrite fees April Lunch= \$53.34
- Eventbrite payment processing fees (April Lunch) = \$24.60
- Eventbrite fees Sporting Clays = \$54.96
- Eventbrite payment processing fees (Sporting Clays) = \$46.80
- April Lunch \$808.20
- Tech Fest split with ASCE \$264.35
- Science Fair winners \$300.00
- Camp Mentor Support (Joe Piechota) \$652.90
- Sporting Clays event \$1348.83

Total Expenses \$3507.18

Income

- Yellow Ribbon \$17.00
- April Lunch revenue \$886.00
- Sporting Clays event \$1690.00
- Fisher House From Eventbrite \$
- April Lewis Scholarship From Eventbrite \$100.00
- Scholarships \$1000.00 LJB
- Scholarships \$1000.00 Turek
- Scholarships \$1000.00 Woolpert

Total Income \$5693.00

Anticipated

March 2018

Expenses

April Lunch

Income

April Lunch

Other Items:

Account Balances as of 04-30-18

- WP Basic Share account \$1,229.09
- WP Checking Account \$16,579.89
- WP Money Market Fund \$100,083.48
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
SAME – Kittyhawk Post
17 May 2018
Hope Hotel

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

11:45 Welcome to this meeting of the Society of American Military Engineers (SAME) Kittyhawk Post April meeting. (Jeff Leonard)

Pledge of Allegiance (Jeff Leonard)

Invocation (Joe DiMisa)

Comments to be seated (Jeff Leonard)

Recognize Distinguished Guests – Head Table (Jeff Leonard)

Notify attendees to start eating salads – **11:55**

12:15 Announcements:

SAME

- Industry Day (Scott Porter)
- Golf Outing – save the date (July 13) and soliciting sponsors (Jeff Leonard)
- Volunteer opportunities on Post committees (Jeff Leonard)
 - YM and K-12/STEM Programs

Air & Waste Management Association

12:30 Scholarships (Jeff Leonard)

- April Lewis scholarship
 - Brett Wedding
- Named scholarships
 - Prime AE (presented by Ralph Norman) Grace Ojala

- o Turek (presented Nadja Turek) Lauren Wyant

12:35 Installation of Officers (RVP Mark Kessinger)

12:40 Sustaining Member Firm Highlight: TBD

12:45 Featured Speaker Mark Kessinger, DLZ National, Federal Business Coordinator:

Mark Kessinger is the Federal Business Coordinator for DLZ National. He started with DLZ in 2015 after a 33-year career with the U.S. Army Corps of Engineers.

During his career at the Corps he managed a wide range of water resources projects including the design and construction of dams, locks, floodwalls and ecosystem restoration projects. He also was the project manager for dismantling NASA's only nuclear reactor in Sandusky, Ohio, and leading a team of dam safety experts who evaluated the structural integrity of Buckeye Lake Dam for the Ohio Department of Natural Resources.

He also served as the Corps's Liaison to the State of Ohio and the Muskingum Watershed Conservancy District so he was heavily involved in water resource issues affecting Ohio.

He graduated from West Virginia University with a BS in Civil Engineering and earned a Master's degree in Engineering Management from Marshall University. He is a SAME Fellow, an avid college football fan, and he and his wife, Renee, are actively trying to raise twin 19-year-old sons.

Please welcome Mark Kessinger!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker

1:05 Final Announcements:

Our June Luncheon, 14 June, will be in conjunction with our Industry Day. The featured keynote speaker is Rick Perales. All the information about both the full industry day and the luncheon are on our website and Eventbrite page

50/50 Yellow Ribbon drawing (Ted Hect; Tom Kolber)

Thank the Hope Hotel staff.

You can register for the lunch via our website: <http://www.samekittyhawkpost.org/>

Reminder: if you're not a member, but would like to be, please see Joe DiMisa!

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

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>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>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 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>Industry Day</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
JUNE						
Election Info	1st Director	Apr - Jun	Ted Hecht	Y	N	
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Golf Outing - Call for Sponsors	Golf	March-July	Robert Blevins	Y	N	
Golf Outing - Golf Team Registration	Golf	May-July	Robert Blevins	Y	Y	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
By-Laws Approval	Secretary	May-Jun	Chris Scannell	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	Chris Scannell	Y	N	
JULY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Scholarship Winners	Education	July	Tom Kolber	Y	Y	
Fellows Nominations	Fellows	July-Aug	Jeff Todd	Y	N	
Golf Outing - Wrap-up & Thank You Article	Golf	July	Dave Perkins/ Robert Blevins	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Board Member Highlight	Communications	July	Capt Phillip Ramsey	Y		
AUGUST						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
Fellows Nominations	Fellows	July-Aug	Jeff Todd	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Jeff Leonard	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Where Are They Now: Past Member	Communications	TBD	TBD based upon member highlighted	Y		

SAME Kittyhawk Post Executive Board

Updated May 2018
(note that duplicate names appear in gray)

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@us.af.mil
President Elect	Norm Campbell		X		317-703-6875	Schneider Electric	norm.campbell@schneider-electric.com
Vice-President	Joe DiMisa	X			937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Secretary	Maj Chris Scannell		X		419- 206-0123	City of Columbus - DPU	christopher.m.scannell@gmail.com
1st Asst Secretary	Joe Pado	X			937-656-0428	WPAFB - AFIMSC	joseph.pado@us.af.mil
2nd Asst Secretary	Joe Brink		X		513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
3rd Asst Secretary	Drew Titone		X		937-901-1739	Woolpert	drew.titone@gmail.com
Treasurer	Pete Battaglia	X			614-563-3542	LJB	PBattaglia@ljbinc.com
Asst. Treasurer	Bronnie Kallas			X	316-518-7952	Atriax Group	bronnie.kallas@atriaxgroup.com
1st Director	Ted Hecht	X			937-543-6920	Heapy Engineering	TJHecht@heapy.com
2nd Director	Nadja Turek	X			937-830-3855	Woolpert	nadja.turek@woolpert.com
3rd Director	Mike Howe		X		937-257-6214	WPAFB – 88 CEG	michael.howe.2@us.af.mil
Programs	Amir Mott			X	937-904-0987	WPAFB – 88 CEG	amir.mott@us.af.mil
Co-Chair	Teri French		X		937-255-5654 x3549	WPAFB - AFIT	teri.french.1@us.af.mil French.Teri@gmail.com
	Jeff Leonard						
	Nadja Turek						
Communications	Capt Philip Ramsey		X		814-207-5044	WPAFB - AFIT	philip.ramsey@afit.edu
Co-Chair	Maj Chris Scannell						
Public Relations	Chris Hesse			X	937-656-9103	USACE	chris.e.hesse@usace.army.mil
Education	Nadja Turek						
Co-Chair	Tom Kolber			X	937-438-9738	Retired	tjkolber@aol.com
Co-Chair	Col Paul Cotelleso			X	937-656-1478	WPAFB - AFIT	paul.cotelleso@us.af.mil
	Drew Titone						

Industry Affairs	Scott Porter		X		614-443-1178 x231	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
	Joe Brink						
	Norm Campbell						
	Ken Stegall			X			kstegall@cms-corporation.com
	John Koerner			X		Retired	jabkoerner@aol.com
Small Business	Scott Porter						
Post Small Business Liaison Officer	Scott Porter						
Awards	Gordon Taylor			X	937-938-3747	WPAFB – AFLCMC/WNV	gordon.taylor.5@us.af.mil
Membership	Joe DiMisa						
	Buddy Stanford			X		Tnemic	bstanford@tnemec.com
Sustaining Members	Michael Chapman		X		513-841-3084	Emersion Design	michael.chapman@emersiondesign.com
EP&IR	Jon Wheeler			X	937-239-5982	Booz Allen Hamilton	wheeler_jon@bah.com
	Penny Rike			X	937-825-8363	LJB Inc	prike@ljbinc.com
	Michael Backers			X			mbackers@patrioteng.com
Social	Robert Blevins			X	937-257-2764	88 CEG	robblevins@gmail.com
	Ted Hecht						
Young Members	Jim Levy			X	937-656-3381	WPAFB - 88 CEG	james.levy@us.af.mil
	Kelly Hecht			X	937-307-1224	Messer Construction	khecht@messer.com
	Lauren Anderson			X	937-542-1495	Messer Construction	landerson@messer.com
K-12 & STEM Outreach	Jim Levy						
	Chris Abell	X				Mechanical Systems of Dayton	cabell@msdinc.net
	Col Shawn Moore			X	937-904-0090(W) 937-269-7644 (C)	WPAFB – AFIMSC, Det 6	shawn.moore@us.af.mil quatromore@hotmail.com
Affiliates Societies	Drew Titone						
Co-Chair	Jim Ryckman			X	937-904-3801	WPAFB - AFLCMC/WNV	s.ryckman@us.af.mil
Yellow Ribbon	Marci Snyder			X	937-307-5620	Dynatest	msnyder@dynatest.com
	Buddy Stanford						
College Outreach	Joe Piechota			X	937-904-1183	WPAFB – 88 CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy						
	Dr. Tay Johannes			X	785-5654 x3539	WPAFB - AFIT	tay.johannes@afit.edu
Fellows	Jeffrey Todd			X	937-901-7089	AFLCMC	jeffreymtodd3@gmail.com

Please send updates to:
christopher.m.scannell@gmail.com

Other:
Capt Brendan Miasin