

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 02 August 2018; 11:30 AM – 1:08 PM

LOCATION: Woolpert Office, Beavercreek, OH

SUBMITTED BY: Chris Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 06 Sept 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: 13 September 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Norm Campbell)**
 - Norm can no longer attend the Post Leaders Conference, August 19-21, and anyone interested in taking his place should contact him ASAP.
 - SAME National will be putting together a new website for the Post to try out.
 - With Alex's responsibilities as president of the Detroit post, and other exec board leadership overextended, the proposal for a Cleveland Field Chapter is tabled indefinitely.
 - An ad-hoc committee is working on the re-organization of the Post committee structure. This will likely require a change to the bylaws so a target implementation date of December/January is expected.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado / Mr. Drew Titone)**
 - There is a now a Google Group for the Kittyhawk Post exec board. Members are encouraged to use it for email distribution as it will be the definitive updated listing of member emails.
 - Minutes for the July E-meeting were distributed.

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Treasurer's reports for July and August were presented and approved (attached).

Committee Reports

4. **Membership (Mr. Joe DiMisa / Mr. Buddy Stanford)**
 - The following are the current membership numbers:

28 July 2018

IM's	243
SREPS	246
Total	489
Students	21

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

- Membership pins are being worked out.
5. **Sustaining Membership (Mr. Michael Chapman)**
 - The SM speaker for August 16th will be John Watrous, Environmental Project Manager with Stantec.
 6. **Programs (Mr. Amir Mott / Ms. Teri French / Ms. Nadja Turek / Mr. Jeff Leonard)**
 - The August General Membership Meeting agenda was discussed.
 - Programs ideas for September and October were discussed.
 7. **Education/Scholarships/Science Fairs (Ms. Nadja Turek/ Mr. Tom Kolber/ Col Paul Cotelleso/ Col Moore)**
 - 2 scholarships will be awarded at the August luncheon.
 8. **Industry Affairs (Mr. Scott Porter / Mr. Ken Stegall / Mr. Joe Brink / Mr. Norm Campbell / Mr. John Koerner)**
 - NSTR
 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)**
 - Streamer requirements were reviewed.

11. **Social (Mr. Robert Blevins / Mr. Ted Hecht)**
 - The golf outing will be moved to August in 2019 to avoid vacation conflicts. The course is reserved for August 16, 2019.
 - Another sporting clays event is being planned.

12. **Young Members (Mr. Jim Levy)**
 - A suggestion was made to reach out to sustaining members to encourage new civilian membership in the committee.

13. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy / Tay Johannes)**
 - Plans are in place to engage with the University of Dayton and Wright State University.

14. **K-12 & STEM Outreach (Col Shawn Moore / Capt Brendan Maestas / Mr. Chris Abell)**
 - Nadja Turek discussed the Scott AFB camp and noted that mentors and other volunteers need not be young members.

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

16. **Awards (Mr. Gordon Taylor)**
 - No Report

17. **Fellows (Mr. Jeff Todd)**
 - A fellows luncheon was held recently and the new criteria as to how fellows will be selected was discussed.

18. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - There is continued 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)**
 - Chris Scannell will distribute the August newsletter soon.

20. **Old Business:**
- None
21. **New Business:**
- None
22. **Post calendar is attached.**
23. **Adjourn: 1:08 PM**

Christopher M. Scannell



Secretary, Kittyhawk Post

Norm P. Campbell



President, Kittyhawk Post

TREASURER'S REPORT

August, 2018

Expenses

- Eventbrite fees July (Golf Outing) = \$261.69
- Eventbrite payment processing fees (July (Golf Outing)) = \$251.55
- July Golf Outing Expense \$5,862.58

Total Expenses \$6375.82

Income

- Yellow Ribbon \$
- July Golf Outing revenue \$16,703.00
 - Sponsors \$8,000.00
 - Registrations & Mulligans \$8,703.00
- Fisher House From Eventbrite \$
- April Lewis Scholarship From Eventbrite \$

Total Income \$16,703.00

Anticipated

August 2018

Expenses

Lunch

Income

Lunch

Other Items:

Account Balances as of 07-31-18

- WP Basic Share account \$1,229.33
- WP Checking Account \$15,678.50
- WP Money Market Fund \$100,369.60

Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
SAME – Kittyhawk Post Meeting
16 August 2018
Hope Hotel and Conference Center, WPAFB

TBD

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>Years of membership pin 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
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	Norm Campbell	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		
SEPTEMBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Norm Campbell	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Fall Social - Wine/Beer Tasting	Social	Sept-Oct	Robert Blevins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Sustaining Firm Highlight	Sustaining Members	Sept	Michael Chapman	Y		
OCTOBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Phillip Ramsey	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Norm Campbell	Y	N	
Monthly Program Announcement	Programs	Monthly	Amir Mott	Y	TBD	Twice a Month
Fall Social - Wine/Beer Tasting	Social	Sept-Oct	Robert Blevins	Y	N	
New Sustaining Firm Membership Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
Yellow Ribbon / Holiday Outreach	Yellow Ribbon	As Needed	Marci Snyder	Y		
Where Are They Now: Past Camper	K-12 Outreach	October	Jim Levy	Y		
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	TBD	Y	TBD	

SAME Kittyhawk Post Executive Board

Updated July 2018

(note that duplicate names appear in gray)

Position	Name	Present	Phone	Absent	Phone	Organization	Email
President	Norm Campbell	X			317-476-7368	Engie Services	norm.campbell@engie.com
President Elect	Joe DiMisa	X			937-255-6565 x3522	WPAFB - AFIT	joe.dimisa@afit.edu
Vice-President	Joe Brink			X	513-509-1679	Burgess & Niple	joe.brink@burgessniple.com
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 - AFLCMC/EZV	joseph.pado@us.af.mil
2nd 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	Nadja Turek	X			937-830-3855	Woolpert	nadja.turek@woolpert.com
2nd Director	Mike Howe		X		937-657-7506	WPAFB – 88 CEG	michael.howe.2@us.af.mil
3rd Director	Jeff Leonard	X			937-609-6803	AFRL/RQY	jeffrey.leonard@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	937-255-1695	AFRL/RZOE	chris.hesse@us.af.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/EZV	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
	Michael Backers			X			mbackers@patrioteng.com
Social	Robert Blevins			X	937-257-2764	88 CEG	robblevins@gmail.com
	Ted Hecht	X					
Young Members	Capt Evan Dicks			X		WPAFB - AFIT	evan.dicks.2@us.af.mil
	Capt Gemma Fiduk			X		WPAFB - AFIT	gemma.fiduk@afit.edu
	Maj Branden Delong			X		WPAFB - AFIT	branden.delong@afit.edu
K-12 & STEM Outreach	Capt Brendan Maestas			X	937-255-5654 ext 3592	AFIT CE School	Brendan.maestas@afit.edu
	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 quatromoore@hotmail.com
Affiliates Societies	Drew Titone						
Co-Chair	Jim Ryckman			X	937-904-3801	WPAFB - AFLCMC/EZV	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:
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