

SOCIETY OF AMERICAN MILITARY
ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 07 February 2019; 11:30 AM – 12:49 PM

LOCATION: Woolpert Office, 4454 Idea Center Blvd, Dayton 45430

SUBMITTED BY: Christopher Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 07 March 2019; 11:30 AM - 1:00 PM (First Thursday)
Location: WPAFB, Building 11

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 14 February 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Norm Campbell)**
 - Thank you to all those who put in hard work on awards and streamer submissions.
 - The year-end post status report is due at the end of February. Norm will take lead responsibility.
 - JETC is open for registration. Joe DiMisa will be the official post representative. The post is also searching for a YM to sponsor.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado / Mr. Drew Titone)**
 - The updated bylaws were approved at the January general membership meeting and the Post's Anti-Trust Statement annual reading was conducted as well.
 - Minutes for the January meeting were reviewed and approved.
 - 2019 Post Leaders Workshop will be held August 4-6.

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Treasurer's report for February was discussed and approved (attached).

Committee Reports – Directors

4. **Directors (Ms. Nadja Turek / Mr. Mike Howe / Mr. Jeff Leonard)**
 - NSTR

Committee Reports – Social & Service (Ms. Tara Grove)

5. **Golf (Mr. Joe Bassaillon)**
 - The next golf outing is scheduled for 16 August 2019 at Twin Base Golf Course. Sponsorship Registrations are open now and participant registration will open in 30-60 days.
6. **Social (Mr. Ted Hecht / Mr. Robert Blevins)**
 - The sporting clays event will be April 19th, and the flyer is being finalized
7. **Yellow Ribbon (Ms. Marci Snyder / Mr. Buddy Stanford)**
 - NSTR
8. **Community Projects (Ms. Tara Grove)**
 - A park cleanup is tentatively scheduled for June 21st.
9. **Fisher House (Bronnie Kallas)**
 - NSTR

** The Kentuckiana Post Small Business Workshop was well-attended by Kittyhawk members, and Tara Grove will distribute pictures for the website and newsletter.

Committee Reports – STEM Outreach (Mr. Jeff Leonard / Mr. Shawn Moore)

- 10. Scholarships (Ms. Nadja Turek)**
 - Nadja is beginning work for this year and will reach out to past sponsors.
- 11. Science Fairs (Mr. Shawn Moore / Capt Bendan Maestas)**
 - Judge registration is open. See newsletter for additional information.
- 12. College Outreach (Dr. Tay Johannes / Capt Jesse Lantz)**
 - NSTR
- 13. K-12 Field Trip/Support (Capt Brendan Maestas / Mr. Chris Abell)**
 - NSTR
- 14. Camps (Capt Brendan Maestas / Mr. Chris Abell)**
 - Camp registrations are open and the committee will begin advertising for interested nominees.
 - Capt Maestas will be deploying, so additional assistance is requested.
- 15. Tech Fest / Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - Tech Fest is scheduled for 16-17 February. The Post will again co-sponsor the gumball structure-building table. A call for volunteers to staff the table will be published soon.

Committee Reports – Awards & Recognition (Mr. Dale Fox)

- 16. Membership Anniversary Recognition (Mr. Joe DiMisa / Mr. Buddy Stanford)**
 - No Report
- 17. Awards (Mr. Gordon Taylor)**
 - 2018 Streamer packages are submitted.
- 18. National, RVP & Post Awards (Mr. Jeff Leonard / Mr. Dale Fox)**
 - 2018 SAME National award packages were submitted.

Committee Reports – National Committee Reps (Mr. Norm Campbell)

19. **Architectural Practice (Mr. Joe Brink / Mr. Drew Titone)**
 - NSTR
20. **Energy and Sustainability (Mr. Norm Campbell / Ms. Nadja Turek)**
 - Numerous seminars are now being offered online.
21. **Environmental (Mr. Joe Dimisa)**
 - NSTR
22. **Facility Asset Management (Mr. Norm Campbell / Capt Brendan Maestas)**
 - NSTR
23. **International (Mr. Norm Campbell)**
 - NSTR
24. **Joint Engineering Contingency Operations (Maj Chris Scannell)**
 - NSTR
25. **STEM (Mr. Jeff Leonard)**
 - NSTR
26. **Resilience (Mr. Jon Wheeler / Mr. Michael Backers)**
 - NSTR

Committee Reports – Programs (Ms. Teri French)

27. **Facility Logistics (Ms. Teri French)**
 - NSTR
28. **Industry Day (Mr. Scott Porter / Ms. Ashley Bielefeld / Mr. Joe Brink / Mr. Norm Campbell / Mr. Ken Stegall / Mr. John Koerner)**
 - 2019 Industry Day will be on 13 June. The theme for the event was chosen to be “Energy Security”. The committee will now begin seeking briefers to fill program.
29. **Protocol (Mr. Joe Pado)**
 - NSTR
30. **Monthly Lunch Program & Speakers (Mr. Amir Mott / Mr. Ashley Bielefeld / Ms. Nadja Turek / Mr. Jeff Leonard)**
 - The February general membership luncheon will be the annual Young Member-led meeting Capt Jesse Lantz volunteered to emcee the event.
 - The March luncheon may be a joint luncheon with ASCE. An issue was raised as to the duration requirement of presentations to earn a PDH. The Programs committee is to look into the issue and provide a recommendation to the board.
31. **SAME Seminars / Webinars (Ms. Nadja Turek)**
 - NSTR

- 32. Licensing / Credentials (Ms. Nadja Turek / Col Paul Cotelleso)**
- NSTR

Committee Reports – Membership Relations (Mr. Buddy Stanford)

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

February 2018

Total: 508

The 2019 Goal for membership is TBD.

- 34. Sustaining Membership (Mr. Michael Chapman)**

- Ashley Bielefeld will provide the February sustaining member brief for Messer Construction.

- 35. Young Members (Capt Gemma Fiduk)**

- Numerous initiatives are underway, to include coffee with a pro, member surveys, and events in the Columbus area.
- Additional assistance with the YM committee is requested.

- 36. Fellows (Mr. Gary Koenig)**

- NSTR

- 37. Small Business (Mr. Scott Porter / Mr. Jeff Engram)
Post Small Business Liaison Officer (Mr. Scott Porter)**

- The committee will host a group focus meeting from 9:30-11:00 prior to the March luncheon.

Committee Reports – Communications (Maj Chris Scannell)

38. Newsletters (Maj Christopher Scannell)

- Target release date for the next newsletter is February 18th. Any content should be send to Chris Scannell prior to then.

39. Press Releases (Mr. Chris Hesse)

- NSTR

40. Website (Capt Evan Dicks)

- It was reported that the new Post website is operational and Norm Campbell and Capt Dicks continue working towards a site migration.

41. Social Media (Capt Evan Dicks)

- NSTR

Other Business

42. Old Business:

- None

43. New Business:

- Nadja Turek stated that she was contacted by the Miami Valley Regional Planning Commission (MVRPC) to support an “Infrastructure Resiliency” Round Table on 27 February. Nadja stated that this event would appear to fill many streamer requirements for 2019.

44. Post calendar is attached.

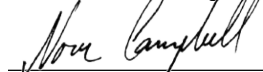
45. Adjourn: 12:56 PM

Christopher M. Scannell



Secretary, Kittyhawk Post

Norm P. Campbell



President, Kittyhawk Post

TREASURER'S REPORT

February, 2019

Expenses

- Eventbrite fees January = \$131.89
- Eventbrite payment processing fees January = \$57.90
- January Lunch \$1477.01
- Affiliate Societies Council (Tech Fest) \$400.00

Total Expenses \$2066.80

Income

- Yellow Ribbon \$127.00
- January Lunch \$2190.00
- Fisher House From Eventbrite \$
- April Lewis Scholarship From Eventbrite \$
- Kolber Family Scholarship \$1,000.00
- Frank Family Scholarship donation \$200.00

Golf

- Sponsor -Birdie \$500.00

Total Income \$4017.00

Anticipated

February 2019

Expenses

February Lunch

Income

February Lunch

Other Items:

Account Balances as of 01-31-19

- WP Basic Share account \$1,344.40
- WP Checking Account \$9,526.27
- WP Money Market Fund \$103,038.89
- Cash Box \$500.00



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA

TBD

January	February	March
<p>January 20 - Nomination for National Awards Deadline</p> <p>All Individual Memberships Need Renewed</p> <p>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</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 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>Golf Outing – No Luncheon</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 Kittyhawk Post Executive Board - Contact Info

Updated December 2018

Present	Phone	Absent	F. Name	L. Name	R/T	Organization	Phone	Primary Email	Secondary Email
	X		Chris	Abell		Mechanical Systems of Dayton		cabell@msdinc.net	
		X	Lauren	Anderson		Messer Construction	937-542-1495	landerson@messer.com	
	X		Michael	Backers		Patriot Engineering		mbackers@patrioteng.com	
X			Pete	Battaglia		LJB	614-563-3542	PBattaglia@ljbinc.com	
X			Ashley	Bielefeld		Messer Construction	859-621-1241	abielefeld@messer.com	
		X	Robert	Blevins		WPAFB - 88 CEG	937-257-2764	robblevins@gmail.com	
	X		Joe	Brink		Burgess & Niple	513-509-1679	joe.brink@burgessniple.com	
X			Norm	Campbell		Engie	317-703-6875	norm.campbell@engie.com	npcompbell@yahoo.com
X			Michael	Chapman		Emersion Design	513-841-3084	michael.chapman@emersiondesign.com	mchapman14@me.com
		X	Paul	Cotellesso	Col	WPAFB - AFIT	937-656-1478	paul.cotellesso@us.af.mil	
		X	Evan	Dicks	Capt	WPAFB - AFIT		evan.dicks.2@us.af.mil	
		X	Joe	DiMisa		WPAFB - AFIT	937-255-6565 x3522	joe.dimisa@afit.edu	dimisa1966@gmail.com
		X	Gemma	Fiduk	Capt	WPAFB - AFIT	609-649-3686	gemmapeebles@gmail.com	
	X		Dale	Fox		WPAFB - 88 CEG	317-549-5834	dalefoxpe@yahoo.com	
		X	Teri	French		WPAFB - AFIT	937 255-5654 x3549	teri.french.1@us.af.mil	French.Teri@gmail.com
X			Tara	Grove		Metro CD Engineering	614-582-1443	tgrove.mcde@gmail.com	srsInt@aol.com
X			Ted	Hecht		Heapy Engineering	937-543-6920	TJHecht@heapy.com	tjhecht2@gmail.com
		X	Kelly	Hecht		Messer Construction	937-307-1224	khecht@messer.com	
		X	Chris	Hesse		USACE	937-656-9103	chris.e.hesse@usace.army.mil	
	X		Mike	Howe		WPAFB - 88 CEG	937-257-6214	michael.howe.2@us.af.mil	
		X	Tay	Johannes	Dr.	WPAFB - AFIT	785-5654 x3539	tay.johannes@afit.edu	
		X	Bronnie	Kallas		Atriax Group	316-518-7952	bronnies.kallas@atriaxgroup.com	bhr95@yahoo.com
		X	Gary	Koenig		WPAFB - AFICA	937-418-1519	gkoenig@woh.rr.com	gary.koenig@us.af.mil
		X	John	Koerner		Retired		jabkoerner@aol.com	
		X	Tom	Kolber		Retired	937-438-9738	tjkolber@aol.com	
		X	Jesse	Lantz	Capt	WPAFB - AFIT	520-400-3560	jesse.lantz@afit.edu	
	X		Jeff	Leonard		WPAFB - AFRL/RQY	937-609-6803	jeffrey.leonard@us.af.mil	pejeffrey@aol.com
		X	Jim	Levy		WPAFB - 88 CEG	937-656-3381	james.levy@us.af.mil	
		X	Brendan	Maestas	Capt	WPAFB - AFIT	701-500-3775	brendan.maestas.1@us.af.mil	
		X	Alexander	Masters		Advanced Integrated Solutions	248-878-0189	amasters@myaisteam.com	
X			Shawn	Moore	Col	Woolpert	937-269-7644	quatromoore@hotmail.com	
	X		Amir	Mott		WPAFB - 88 CEG	937-904-0987	amir.mott@us.af.mil	
		X	Joe	Pado		WPAFB - AFLCMC/EZVC	937-904-3450	joseph.pado@us.af.mil	josephpado@woh.rr.com
		X	Joe	Piechota		WPAFB - 88 CEG	937-904-1183	joseph.piechota@us.af.mil	
	X		Scott	Porter		Dynamix Engineering, Ltd.	614-443-1178 x231	sporter@dynamix-ltd.com	
		X	Philip	Ramsey	Capt	WPAFB - AFIT	814-207-5044	philip.ramsey@afit.edu	
		X	Penny	Rike		LJB Inc	937-825-8363	prike@ljbinc.com	
		X	Jim	Ryckman		WPAFB - AFLCMC/EZVC	937-904-3801	s.ryckman@us.af.mil	
	X		Chris	Scannell	Maj	City of Columbus - DPU	419- 206-0123	christopher.m.scannell@gmail.com	
		X	Marci	Snyder		Dynatest	937-307-5620	msnyder@dynatest.com	
		X	Buddy	Stanford		Tnemec	614-698-6866	bstanford@tnemec.com	
		X	Ken	Stegall				kstegall@cms-corporation.com	
		X	Gordon	Taylor		WPAFB - AFLCMC/EZVC	937-938-3747	gordon.taylor.5@us.af.mil	
		X	Drew	Titone		Retired	937-901-1739	drew.titone@gmail.com	
		X	Jeffrey	Todd		WPAFB - AFLCMC	937-901-7089	jeffreymtodd3@gmail.com	
X			Nadja	Turek		Woolpert	937-830-3855	nadja.turek@woolpert.com	
	X		Jon	Wheeler		Barge Design Solutions	937-239-5982	jon.wheeler@yahoo.com	jon.wheeler@bargedesign.com