

SOCIETY OF AMERICAN MILITARY
ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 07 March 2019; 11:30 AM – 1:01 PM

LOCATION: WPAFB, Building 11

SUBMITTED BY: Christopher Scannell, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 04 April 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 March 2018
Hope Hotel & Richard C Holbrooke Conference Center
10823 Chidlaw Rd
Wright-Patterson AFB, OH

ITEMS DISCUSSED:

1. **President's Corner (Mr. Norm Campbell)**
 - The post has won a distinguished streamer across all categories. Great work to everyone!
 - The year-end post status report was discussed.
 - Tara Grove was approved to attend JETC under the post's YM sponsorship.
2. **Secretary (Maj Chris Scannell / Mr. Joe Pado / Mr. Drew Titone)**
 - Minutes for the February meeting were reviewed and approved.
3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - The Treasurer's report for March was discussed and approved (attached).

Committee Reports – Directors

4. **Directors (Ms. Nadja Turek / Mr. Mike Howe / Mr. Jeff Leonard)**
 - Post elections were discussed and there is a full slate of candidates.

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 days.

- 6. Social (Mr. Ted Hecht / Mr. Robert Blevins)**
 - The sporting clays event will be April 19th.

- 7. Yellow Ribbon (Ms. Marci Snyder / Mr. Buddy Stanford)**
 - No Update

- 8. Community Projects (Ms. Tara Grove)**
 - A park cleanup is tentatively scheduled for June 22th.

- 9. Fisher House (Bronnie Kallas)**
 - No Update

- 10. Run to 2020 (Tara Grove / Joe Brink)**
 - As part of the run to 2020 Centennial celebration, we are considering spending about 5 minutes at the start of each membership meeting reviewing the history and values of SAME.
 - A blood donation drive is being considered, as well as other philanthropic events.
 - A tentative of theme is “Building on a path to design the future”

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

11. **Scholarships (Ms. Nadja Turek)**
 - Donations are being received, and advertising for applicants has started.
12. **Science Fairs (Mr. Shawn Moore / Capt Brendan Maestas)**
 - Judge registration is open. See newsletter for additional information.
13. **College Outreach (Dr. Tay Johannes / Capt Jesse Lantz)**
 - The post has been invited to have a table at the Wright State career day.
 - An upcoming AFIT GEM luncheon and CE summit dinner were discussed. Capt Lantz to send additional information to Chris Scannell for publication.
14. **K-12 Field Trip/Support (Capt Brendan Maestas / Mr. Chris Abell)**
 - NSTR
15. **Camps (Capt Brendan Maestas / Mr. Chris Abell)**
 - NSTR
16. **Tech Fest / Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - NSTR

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

17. **Membership Anniversary Recognition (Mr. Joe DiMisa / Mr. Buddy Stanford)**
 - No Report
18. **Awards (Mr. Gordon Taylor)**
 - 2018 Streamer results were announced. Kittyhawk is one of only 3 posts throughout SAME to have won distinguished streamers in all categories.
19. **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)

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

Committee Reports – Programs (Ms. Teri French)

28. **Facility Logistics (Ms. Teri French)**
 - NSTR
29. **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”. There will be an advertisement flyer on tables at next week’s meeting.
30. **Protocol (Mr. Joe Pado)**
 - With the next membership meeting being joint with ASCE, the head table will be integrated with ASCE executive committee.
31. **Monthly Lunch Program & Speakers (Mr. Amir Mott / Mr. Ashley Bielefeld / Ms. Nadja Turek / Mr. Jeff Leonard)**
 - The March general membership luncheon will be the annual ASCE joint meeting.
32. **SAME Seminars / Webinars (Ms. Nadja Turek)**
 - NSTR

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

Committee Reports – Membership Relations (Mr. Buddy Stanford)

34. **Individual Membership (Mr. Joe DiMisa / Mr. Buddy Stanford)**

- The following are the current membership numbers: _

February 2018

Total: 502

The 2019 Goal for membership is 500.

35. **Sustaining Membership (Mr. Michael Chapman)**

- No Report

36. **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.

37. **Fellows (Mr. Gary Koenig)**

- NSTR

38. **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.

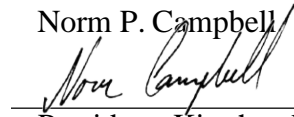
Committee Reports – Communications (Maj Chris Scannell)

39. **Newsletters (Maj Christopher Scannell)**
- Excellent content is being received for the newsletters. Please keep it up!
40. **Press Releases (Mr. Chris Hesse)**
- NSTR
41. **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.
42. **Social Media (Capt Evan Dicks)**
- NSTR

Other Business

43. **Old Business:**
- None
44. **New Business:**
- Capt Brandan Maestas has been selected for the SAME National Leadership Development Program.
 - Mike Howe has been in discussions with the USO. The post is assembling a plan for material donations to support the “airman’s Attic.”
 - The May exec meeting date may need to change due to JETC.
45. **Post calendar is attached.**
46. **Adjourn: 1:01 PM**

Christopher M. Scannell

Secretary, Kittyhawk Post

Norm P. Campbell

President, Kittyhawk Post

TREASURER'S REPORT

March, 2019

Expenses

- Eventbrite fees February = \$72.87
- Eventbrite payment processing fees February = \$32.36
- February Lunch \$855.97

Total Expenses \$961.20

Income

- Yellow Ribbon \$46.00
- February Lunch \$1187.00
- Fisher House From Eventbrite \$5.00
- April Lewis Scholarship From Eventbrite \$5.00

Total Income \$1243.00

Anticipated

March 2019

Expenses

March Lunch

Income

March Lunch

Other Items:

Account Balances as of 02-28-19

- WP Basic Share account \$1,344.55
- WP Checking Account \$10,234.17
- WP Money Market Fund \$103,165.36
- 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 |
|---------|-------|--------|-----------|-----------|------|-------------------------------|--------------------|--|--|
| | | | Chris | Abell | | Mechanical Systems of Dayton | | cabell@msdinc.net | |
| | | | Lauren | Anderson | | Messer Construction | 937-542-1495 | landerson@messer.com | |
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| | | | Ted | Hecht | | Heapy Engineering | 937-543-6920 | TJHecht@heapy.com | tjhecht2@gmail.com |
| | | | Kelly | Hecht | | Messer Construction | 937-307-1224 | khecht@messer.com | |
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| | | | John | Koerner | | Retired | | jabkoerner@aol.com | |
| | | | Tom | Kolber | | Retired | 937-438-9738 | tjkolber@aol.com | |
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| | | | Ken | Stegall | | | | kstegall@cms-corporation.com | |
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