

SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 06 January 2015; 11:30 AM – 1:11 PM

LOCATION: Woolpert
(4454 Idea Center Blvd Dayton, OH 45430)

SUBMITTED BY: Joseph Pado, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 05 February 2015; (First Thursday)

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

**MONTHLY GENERAL
MEMBERSHIP MEETING:** 08 January 2014
Twin Base Golf Course

ITEMS DISCUSSED:

1. **President's Corner (Mr. Ted Hecht)**
 - Ted welcomed the Board to the meeting.
2. **Secretary (Mr. Joe Pado / Mr. Joe Brink & Mr. Drew Titone assistants)**
 - Joe Pado presented the draft minutes from the December Board meeting. No further changes were requested and the minutes were approved as presented.
3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - Pete provided the Treasurer's Report prior to the meeting (see attached).
 - Pete discussed his concerns over credit card processing fees for 'at-the-door' payments during monthly membership luncheons. Currently, the service charges associated with this option is out-weighing the benefits. Pete proposed a motion to discontinue the 'pay-at-the-door' option for credit card payments starting in February. The Board voted and passed this motion. The Post will still accept checks and cash 'at-the-door'. Pete will continue researching other payment credit card processing services for special events like the Post's Golf outing.
 - The Treasurer's report was approved by the Board (attached).

Committee Reports

4. Membership (Mr. Joe DiMisa)

- The following are the current membership numbers:

05 January 2015

IM's	235
SREPS	263
Total	498
Students	18

2015 Goal – 498 to 500 – to be confirmed (451 is threshold to considered Large Post)

- Joe stated that he is still planning on a SAME recruitment session at Jim Ryckman's organization (AFLCMC/WNV) this January.
- Joe noted that SAME National is now allowing members to have a 3rd Post membership affiliation. Joe will further explore this to help with future membership numbers.
- Nadja Turek suggested that Joe determine a method to reach-out to new members of the Post to welcome them and to help get them involved with Post activities.

5. Sustaining Membership (Mr. Michael Chapman)

- Michael reported that there will be no Sustaining Member presenter at January's luncheon and he is working on a presenter for February's luncheon.

6. Programs (Ms. Nichole Lashley/ Ms. Nadja Turek/ Mr. Jeff Leonard)

- Nichole presented the agenda for the January Post Membership luncheon (see attached).

7. Education/Scholarships/Science Fairs (Dr. Mark Goltz / Ms. Nadja Turek / Mr. Joe DiMisa / Mr. Tom Kolber)

- Dr. Goltz stated that he will soon send an advertisement of SAME scholarships to local Guidance Counselors to solicit applicant interest.

8. Industry Affairs (Mr. Mike Chow / Bill Sampson / Mr. John Koerner / Mr. Joe Brink / Mr. Norm Campbell)

- Mike Chow reported via e-mail. He stated that he is aware that the Post's interest in the topic of "Security" for this year's Industry Day. He received the names of potential speakers from Ken Stegall and will work with Jeff Leonard to identify more potential speakers from Wright-Patterson AFB. Mike also reported that he is in contact with Bill Sampson about a possible low-cost venue in Columbus. The Board discussed the potential for holding the 2015 Industry Day in Columbus but no decisions were made.
- Mike also reported that in December, he attended both the SAME SBC in Kansas City and the USACE Cincinnati event.

9. **Small Business (Mr. Jeffery Engram / Ms. Rosie O’Grady / Ms. Marci Snyder / Mr. Scott Porter) - Post Small Business Liaison Officer (Mr. Mike Chow)**
 - No Report.
10. **Emergency Preparedness & Infrastructure Resilience (EP&IR) (Mr. Jon Wheeler / Maj Theresa White)**
 - No Report.
11. **Social (Mr. Michael Howe / Mr. Michael Kerr / Ms. Kim Duncan)**
 - Michael Kerr stated that he is working on the March, College Basketball Tournament social event. He reported that all is on schedule.
12. **Golf (Mr. Grant Bartee / Mr. Alan Hautman / Mr. Jeff Leonard)**
 - Alan stated that the Post’s Golf event is scheduled for 10 Jul 15. He also stated that the Committee is still searching for a local car dealership to sponsor a “Hole-In-One” opportunity.
13. **Young Members (Capt Sam Logan / Capt Jonathan Polston / Lt Chris Wittman)**
 - No Report.
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - No Report.
15. **K-12 Outreach (Mr. Jim Levy/Ms. Belinda Kinley)**
 - No Report.
16. **Yellow Ribbon (Mr. Bill Sampson)**
 - No Report.
17. **Awards (Ms. Jennifer Tamburino / Mr. Dave Perkins)**
 - No Report.
18. **Fellows (Col Jeff Todd)**
 - No Report.
19. **Communications/Public Relations (Capt Jesse Lantz and Ms. Rene Campagna / Ms. Kim Duncan / Capt Andrew Folz)**
 - Kim reiterated that if anyone has a need to send-out an e-blast to the Post membership that they should send those to Capt Lantz and he will get this published.
20. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
 - No Report.
21. **Old Business:**
 - Due to inclement weather, this Executive Board meeting was lightly attended. Post leadership decided to postpone the planned discussion on the proposal to reorganize the Post’s

Committees (attached) until the February meeting. Attending Board members were encouraged to continue to evaluate the proposal and come to the next meeting with comments/suggestions.

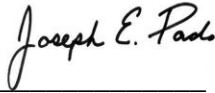
22. New Business:

- None


23. Post calendar is attached.

- See attached calendar.

24 Adjourn: 1:11 PM

Joseph E. Pado 

Secretary, Kittyhawk Post

Theodore J. Hecht 

President, Kittyhawk Post

Updated Roster January 2015 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email
President-	Ted Hecht	X			WPAFB - 88 ABW/CEG	theodore.hecht@us.af.mil
President Elect	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Vice-President	Mike Howe			X	WPAFB – 88 ABW/CEG	michael.howe.2@us.af.mil
Secretary	Joe Pado		X		HQ AFMC/A7NX	joseph.pado@us.af.mil
1st Asst Secretary	Joe Brink			X	Burgess & Niple	joe.brink@burgessniple.com
2nd Asst Secretary	Drew Titone			X	Woolpert	drew.titone@woolpert.com
Treasurer	Pete Battaglia		X		LJB	PBattaglia@ljinc.com
Asst. Treasurer	Bronnie Kallas		X		Atriax Group	bronnies.kallas@atriaxgroup.com
1st Director	Alan Hautman		X		Emersion Design	alan.hautman@emersiondesign.com
2nd Director	Col Jeffrey Todd			X	WPAFB - HQAFMC/A6/7	jeffrey.todd@us.af.mil
3rd Director	Ken Stegall			X	CMS	kstegall@cms-corporation.com
Programs	Nichole Lashley		X		Auxano Environmental	auxanoenvironmental@outlook.com
Co-Chair	Jeff Leonard		X		AFRL/RQY	jeffrey.leonard@us.af.mil
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Communications/ Public Relations	Capt Jesse Lantz		X		WPAFB – HQ AFMC/A7ND	jesse.lantz@us.af.mil
Support	Rene Campagna			X	SHP Leading Design	rcampagna@shp.com
Public Relations	Kim Duncan		X		Retired	KimDuncan@woh.rr.com
Education	Mark Goltz	X			AFIT	mark.goltz@afit.edu
Co-Chair	Nadja Turek	X			Woolpert	nadja.turek@woolpert.com
Co-Chair	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
	Tom Kolber			X	Woolpert/Retired	tom.kolber@woolpert.com
Industry Affairs	Michael Chow			X	MC&D	mchow@metrocdengineering.com
	Bill Sampson			X	CT Consultants	wsampson@ctconsultants.com
	John Koerner			X	Retired	jabkoerner@aol.com
	Joe Brink			X	Burgess & Niple	joe.brink@burgessniple.com
	Norm Campbell		X		Schneider Electric	norm.campbell@schneider-electric.com
Small Business	Jeff Engram			X	Tec Incorporated	jengram@tecinc1.com
Co-Chair	Rosie O'Grady			X	Barr & Prevost	rosie.ogrady@7nteng.com
	Marci Snyder			X	Woolpert	marci.snyder@woolpert.com
	Scott Porter			X	Dynamix Engineering, Ltd.	Sporter@dynamix-ltd.com
Post Small Business Liaison Officer	Michael Chow			X	MC&D	mchow@metrocdengineering.com
Awards	Jennifer Tamburino			X	Guidon Design	jtamburino@guidondesign.com
Co-Chair	Dave Perkins			X	WPAFB – 88 ABW/CEG	dave.perkins.2@us.af.mil
Membership	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
Sustaining Members	Michael Chapman			X	Emersion Design	michael.chapman@emersiondesign.com
Readiness	Jon Wheeler			X	Booz Allen Hamilton	wheeler_jon@bah.com Jon.Wheeler@afit.edu
	Maj Theresa White			X	AFIT – PhD Program	theresa.white@us.af.mil
Social	Michael Kerr		X		MAKSolve, LLC	michael@maksolve.com

Golf	Grant Bartee			X	LJB Inc.	gbartee@ljbinc.com
Co-Chair	Alan Hautman		X		Emersion Design	alan.hautman@emersiondesign.com
Co-Chair	Jeff Leonard			X	AFRL/RQY	jeffrey.leonard@us.af.mil
Young Members	Capt Sam Logan			X	WPAFB - AFIT GEM	samuel.logan@afit.edu
Co-Chair	Capt Jonathan Polston			X	WPAFB - HQAFMC/A7ND (Deployed)	jonathan.polston.1@us.af.mil
Co-Chair	Lt Chris Wittman			X	WPAFB - AFIT GEM	cew06c@gmail.com
K-12 Outreach	Jim Levy			X	WPAFB - 88 ABW/CEG	james.levy@us.af.mil
	Belinda Kenley			X	Energy Optimizers USA	bkenley@energyoptusa.com
Affiliates Societies	Drew Titone			X	Woolpert	drew.titone@woolpert.com
Co-Chair	Jim Ryckman			X	WPAFB - AFLCMC/WNV	s.ryckman@us.af.mil
Yellow Ribbon	Bill Sampson			X	CT Consultants	wsampson@ctconsultants.com
College Outreach	Joe Piechota			X	WPAFB - 88 ABW/CEG	joseph.piechota@us.af.mil
Co-Chair	Jim Levy			X	WPAFB - 88 ABW/CEG	james.levy@us.af.mil
Fellows	Col Jeff Todd			X	WPAFB - HQAFMC/A6/7	jeffrey.todd@us.af.mil

TREASURER'S REPORT

January 2015

Expenses

- Eventbrite fees (November 14) \$54.52
- Newtek Fees (November 14) $132.15 + 130.32 = \$262.47$
- December Holiday Party \$540.00
- Reimbursement Ted Hecht JETS Louisville \$412.04
- Ellen Fodge (CPA) prep. for tax filing \$90.00
- Fisher House Payment \$119.00

Total Expenses \$1478.03

Income

- Gift for Ted (Lunch for a year) \$130.00
- Special gift (to fund the Sinclair Scholarship) \$1000
-

Total Income \$1130.00

Anticipated January 2015

Expenses

- Newtek Fees
- Eventbrite fees

Income

- January Luncheon

Other Items:

Account Balances as of 12-31-14

- WP Basic Share account \$882.36
- WP Checking Account \$10,165.94
- WP Money Market Fund \$66,336.03

January	February	March
<p>Last Business Day- Streamer Submissions Due</p> <p>January 31- Nomination for National Awards Deadline All Individual Memberships Need Renewed</p> <p>Renew Post Office Box (Treasurer)</p> <p>Send annual financial statement to 88 ABW Private Organization Office (Secretary)</p> <p>Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)</p>	<p>Early February- Post Leaders Workshop (New Distinguished Post Criterion- Med & Lg Posts must send One Board Member and One Young Member per year)</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>1st Business 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 March 18, 2011</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 April 15, 2011</p>	<p>SM Dues paid by EFT</p> <p>Deadline for Posts to submit Navy Camp Applications to Camp Registrar May 13, 2011</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>Industry Day</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>Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)</p>

	Social Event - Dragons' Game	
<p>July</p> <p>Golf Outing - No Luncheon</p>	<p>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>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>SAME Camper presentation</p>	<p>September</p> <p>1 Sep - Fellows Nominations due to HQ</p> <p>19 Sep - Membership Presentation to Incoming AFIT Students</p>
<p>October</p> <p>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer</p> <p>Round Table Event</p> <p>Visit Monthly Luncheon Fees</p>	<p>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>December</p> <p>Social Event - Holiday Party (No Luncheon)</p> <p>Dec 3-5 - Great Lakes River Division Conference (Cincinnati)</p> <p>Dec 12 – Board Meeting & Social</p>



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
8 JANUARY 2015
WPAFB Twin Base Golf Club

11:15 Set up laptop and projector (Nichole Lashley)

11:35 Welcome to this meeting of the Society of American Military Engineers and welcome to all our distinguished visitors. (Ted Hecht)

Pledge of Allegiance (Ted Hecht)

Invocation (Jeff Leonard)

Comments to be seated (Ted Hecht)

Recognize Distinguished Guests – Head Table (Ted Hecht)

TBA

Comments to Begin Lunch (Ted Hecht)

- Welcome back to Twin Base; Lunch will be Buffet Style and we will release the tables a few at a time.

12:00 **SAME Announcements:** (Ted Hecht)

- Awards – Solicit SM firms and individuals to self-nominate for SAME National awards (Tamburino)
- Holiday Cards and Items to the Troops Recap (Bill Sampson)
- ASC Tech Fest (Titone)
- Golf Save the Date (Hautman)
- March Madness (Frickers) and May Dayton Dragons (Mike Howe)
- Credit Cards – (Ted Hecht)
- Family That SAME Adopted for Christmas (Ted Hecht)
- YM Basketball Game – February 2nd (Ted Hecht)

- Sustaining Members & Pachetra for April – June Timeframe (Ted Hecht)
- President's Award (Ted Hecht) – Presentation of Award and {PHOTO}

12:05 Angie Holmen Jones (LJB scholar from 2005-2007): (Dr. Goltz)

12:10 Featured Speaker: FIRST Tech Challenge (FTC) Team 6085 from Springboro High School, presenting Using Robotics to Increase STEM Interest in Youth. Presenters Skip Gridley (coach), Paul Schantz (coach), Kathryn Schantz, Julia Schantz, and Owen Cummins (team members)

BIO: FIRST Tech Challenge Team 6085 from Springboro HS will present their experiences as an award winning FIRST robotics team and discuss the engineering challenges they face in developing, building and competing as well as share their community outreach programs.

They have also brought two robots, one of which they would be happy to allow attendees to drive.

Please welcome FTC!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker (Ted Hecht) {PHOTO}

12:30 Final Announcements: (Ted Hecht)

Our February program will feature two GEM students from AFIT: Captain Patrick Grandsaert's, presentation will be on Integrating Pavement Crack Detection and Analysis using Autonomous UAV Imagery and Captain Erik G. Rauglas, presentation will be on performance degradation threshold of activated sludge within municipal wastewater treatment systems due to organophosphate based chemical warfare agent. Please note the meeting will be held on February 12th. Please mark your calendars accordingly and watch our website for program details. The meeting will be held here at the Twin Base clubhouse.

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

50/50 Drawing (Bill Sampson): The winner is _____?

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

12:35 Adjourn Meeting (Ted Hecht)

SAME E-NEWSLETTER ARTICLE GUIDELINE						
TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE REQUESTED (Y/N)?	COMMENTS
JANUARY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
Science Fair volunteer solicitation	Education	Jan	Mark Goltz	Y	N	
Scholarship announcement	Education	Dec-Mar	Mark Goltz	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Mark Goltz	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
President's Award	Streamers/Award	Jan	Tamburino/Perkins	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
FEBRUARY						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
Scholarship announcement	Education	Dec-Mar	Mark Goltz	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Mark Goltz	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
MARCH						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	Y	N	
Scholarship announcement	Education	Dec-Mar	Mark Goltz	Y	Y	
Scholarship donation solicitation	Education	Dec-Mar	Mark Goltz	Y	N	
Golf Outing - Call for Sponsors	Golf	March-July	Alan Hautman	Y	N	
Construction Camp Applications	K-12 Outreach	March - May	Levy/Kenley	Y	Y	
Field Trip Firm Visits	K-12 Outreach	March-Apr	Levy/Kenley	Y	N	
New Member Update	Membership	Monthly	Joe DiMisa	Y	N	
President's Corner	President	Every	Ted Hecht	Y	N	
Monthly Program Announcement	Programs	Monthly	Nichole Lashley	Y	TBD	Twice a Month
Streamer Announcement	Streamers/Award	March	Jenn Tamburino	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Michael Chapman	Y	N	
AS NEEDED / TBD						
Tech Fest	Affiliates Societies		Drew Titone			
	College Outreach		Joe Piechota			
Industry Day	Industry Affairs		Michael Chow	Y	Y	
	Post Small Business Liaison Officer		Michael Chow			
	EP& IR (Readiness)		Jon Wheeler/Maj Theresa White			
Small Business Roundtable	Small Biz	1-60 Days B4 Event	Jeff Engram/Rosie O'Grady/Marci Snyder/Scott Porter	Y	Y	
Spring Social	Social	TBD	Mike Kerr	Y	N	
Request for Donations	Yellow Ribbon	TBD	Bill Sampson	Y	N	
Young Member Activities	YM Chair	As Needed	Capt Sam Logan / Capt Jonathan Polston/Lt Wittman	Y	TBD	

SAME Kittyhawk Post Proposed Board Restructure

EXISTING STRUCTURE	PROPOSED STRUCTURE	ROLE
President	President	Manages the BOD, works with Programs to meet SAME objectives
President Elect	President-Elect	Supports President, provides back-up
Vice President	Vice President	Supports President, provides back-up
Secretary	Secretary	Takes meeting minutes, works with identified positions below to chair communications initiatives
1st Ass Secretary	Communications	Manages Post and HQ communications
2nd Ass Secretary	Public Relations	Manages outside PR to media
Treasurer	Website	Manages all website issues
1st Director	Social Media	Manages FaceBook, LinkedIn, Twitter
2nd Director	Protocol	Makes luncheon seating assignments, flags, any other military protocol as needed
3rd Director		
PROGRAMS	1st Director	Membership Involvement, succession planning
COMMUNICATIONS	2nd Director	Membership Involvement, succession planning
PUBLIC RELATIONS	3rd Director	Membership Involvement, succession planning
EDUCATION/SCHOLARSHIPS/SCIENCE FAIRS		
INDUSTRY AFFAIRS	Treasurer/Finance	Manages the post budget and strive for zero deficit annually
READINESS	Golf	Manages golf outing and committee
SMALL BUSINESS	Social Events	Manages social events and committee
AWARDS	Fundraising	Manages/explores fundraising opportunities for post
MEMBERSHIP	Endowments	Manages/explores relationships for future endowments
SUSTAINING MEMBERS	Service	One person from this group to "lead"
SOCIAL	Yellow Ribbon	Manages troops reach out programs
GOLF	Community Projects	Manages and identifies new community projects for post participation
YOUNG MEMBERS	Fisher House	Manages opportunities with Fisher House
K-12 OUTREACH		
AFFILIATES SOCIETIES	Education & Outreach	One person from this group to "lead"
YELLOW RIBBON	Scholarships	Manages post scholarships
COLLEGE OUTREACH	Science Fair	Manages science fair events and identifies new events
FELLOWS	College Outreach	Manages college chapters
POST SMALL BUSINESS LIASON OFFICER	K-12	Manages local K-12 A/E events
	Camps	Manages HQ Camps and identifies new events
	STEM	Manages STEM programs and outreach
	SAME Seminars/Webinars	Manages SAME traveling seminars and webinars with outside organizations
	Affiliates	Manages Affiliates education events
	Awards & Recognition	One person from this group to "lead"
	Member Anniversary Recognition	Manages membership anniversary dates
	Streamers	Manages streamers and submittal process
	National Awards	Manages SAME national awards post nominations and submittals
	Post Awards	Manages post awards nominations and selection
	RVP Awards	Manages RVP nominations with Post President and coordinates submittal with RVP
	Fellows Nominations	Manages Fellow nominations, post review prior to submittal and national submittal
	Professional Development & Industry Affairs	One person from this group to "lead"
	Licensing/Credentials	Manages and identifies opportunities to provide training for licensing; works with YM and other members seeking licensing
	Affiliates Council	Manages relationships with Affiliates Council and identifies opportunities for post to participate
	Small Business Committee/ HQ Post Small Business Liaison	Manages HQ direction/objectives locally on Readiness with post tie-in
	Young Member	Reaches out to YM for licensing and credentialing opportunities
	Readiness	Manages HQ direction/objectives locally on Readiness with post tie-in; responsible for identifying and recommending post speakers/content in their discipline to Programs

SAME Kittyhawk Post Proposed Board Restructure

Architectural Practice	Manages HQ direction/objectives locally on Architecture Practice with post tie-in; responsible for identifying and recommending post speakers/content in their discipline to Programs
Cyber Security for Infrastructure	Manages HQ direction/objectives locally on Cyber Security for Infrastructure with post tie-in; responsible for identifying and recommending post speakers/content in their discipline to Programs
Energy and Sustainability	Manages HQ direction/objectives locally on Energy and Sustainability with post tie-in
Environmental	Manages HQ direction/objectives locally on Readiness with post tie-in; responsible for identifying and recommending post speakers/content in their discipline to Programs
Facility Asset Management	Manages HQ direction/objectives locally on Readiness with post tie-in; responsible for identifying and recommending post speakers/content in their discipline to Programs

Programs (Events)	One person from this group to "lead"
Facilities Logistics	Manages facilities/meals for all post events including events outside of monthly luncheons
Industry Day	Manages facilities/logistics for Industry Day
Social	Manages logistics for post events
Monthly Lunches	Manages monthly speakers, luncheon agendas, and AV equipment

Membership	One person from this group to "lead"
IM	Monitors membership monthly, follows up with dropped members, helps with recruiting
SM	Monitors membership monthly, follows up with dropped members, helps with recruiting, coordinates monthly SM luncheon briefs
YM	Monitors membership monthly, follows up with dropped members, helps with recruiting
Fellows Mentoring	Mentoring and membership recruitment

ELECTED POSITIONS
HQ Committees and Initiatives
Committees
Committee "Leader"

Succession Planning	One person from this group to "lead"
1st Director	Identifies future post leadership, plan implementation and post elections
2nd Director	Identifies future post leadership, plan implementation and post elections
3rd Director	Identifies future post leadership, plan implementation and post elections