

SOCIETY OF AMERICAN MILITARY ENGINEERS KITTYHAWK POST

EXECUTIVE BOARD MEETING MINUTES

DATE OF MEETING: 02 October 2014; 11:30 AM – 12:52 PM

LOCATION: Bldg 11, Area A, Wright-Patterson AFB

SUBMITTED BY: Joseph Pado, Secretary

ATTENDANCE: See attached roster

NEXT BOARD MEETING: 06 November 2014; (First Thursday)

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

MONTHLY GENERAL

MEMBERSHIP MEETING: 09 October 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 September Board meeting. Pete Battaglia stated that there is a revision to the September budget. The minutes were approved with the revised September budget.
3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
 - Pete provided the Treasurer's Report prior to the meeting (see attached).
 - It was then discussed that our SAME Regional Vice President, Ms. Rosemarie Gilbertson, will visit the Post on 06 November to participate in a discussion regarding future financial strategies. The discussion will center on future viable revenue-streams now that SAME National has decided that local Posts will not be able to host/profit from Regional Conferences. Bronnie asked what type(s) of financial data will be needed for the discussion. Ted Hecht stated that the data needed should articulate the Post's historic "glide slope" for spending.
 - The Treasurer's report was approved by the Board (attached).

Committee Reports

4. Membership (Mr. Joe DiMisa)

- The following are the current membership numbers:

02 October 2014

IM's	227
SREPS	262
Total	489
Students	17

2014 Goal – 436 (451 members is the threshold to become a Large Post)

- In addition to reporting the Post's current membership numbers, Joe also thanked Dr. Goltz and Capt Logan for their help in executing the Post's information session at AFIT on 19 September. The event was held to promote Kittyhawk Post membership to all of AFIT's incoming Graduate Engineering Management (GEM) Program students. Several students expressed interest.

5. Sustaining Membership (Ms. Nikki Marksberry / Michael Chapman)

- It was stated that Mr. Mickey Jones from Mason & Hangar will be the Sustaining Member Firm presenter at the October Membership Luncheon.

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

- The agenda for the next Post Membership Luncheon was reviewed and edited. The final agenda is attached.
- Jeff Leonard stated that due to the cumulative volume of past Post Membership Luncheon orders, Eventbrite has requested W9 forms from the Post. Jeff will work with Pete Battaglia & Bronnie Kallas to provide those forms.

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

- It was stated that the Education Committee has drafted a Memorandum of Agreement (MOA) with Sinclair College. It was also stated that they are finalizing a set of qualifications for the Post's Sinclair Scholarship and that Rene Campagna is developing an online submission form for the award. A meeting will be held the week of 6 October to review progress on this effort.

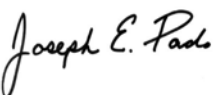
8. Industry Affairs (Mr. Mike Chow / Bill Sampson / Mr. John Koerner / Mr. Joe Brink / Mr. Norm Campbell)

- Mike Chow stated that he will let U.S. Corps of Engineer's Louisville District know that the Kittyhawk Post will not sponsor an event at their Cincinnati, Small Business Roundtable in early-December.
- Mike Chow then stated that the Post will consider a roundtable event with the Cincinnati Post in April. Mike Chow will follow-up and make recommendation.

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 (Mr. Jon Wheeler / Maj Theresa White)**
 - Jon was unable to attend however, he provided an e-mail report. He stated that he is making good progress in documenting Post activities to satisfy streamer award criteria. He also stated that he plans to participate in a TISP-related webinar in November but he is also looking for a back-up should that webinar be cancelled.
11. **Social (Mr. Michael Howe / Mr. Michael Kerr / Ms. Kim Duncan)**
 - Mike Howe stated that 4 December is the date for the Post’s Holiday Social Event. The location will be at the Carillon Brewing Company in Dayton.
12. **Golf (Mr. Grant Bartee / Mr. Alan Hautman / Mr. Jeff Leonard)**
 - Jeff Leonard stated that looking into dates for the next golf outing (summer 2015).
13. **Young Members (Capt Sam Logan / Capt Jonathan Polston)**
 - No Report.
14. **College Outreach (Mr. Joe Piechota / Mr. Jim Levy)**
 - It was stated that the Committee is considering a conference call with Dr. Web. Dr. Web was suggested as point of contact for his experience in recently establishing a student chapter at South Alabama University.
15. **K-12 Outreach (Mr. Jim Levy/Ms. Belinda Kinley)**
 - Jim stated that the K-12 Outreach Committee is looking into supporting the up-coming TechFest event (January 2015).
16. **Yellow Ribbon (Mr. Bill Sampson)**
 - Ted Hecht stated that he has made contact with the 88th Mission Support Squadron and has signed-up the Board to sponsor a local military member’s family for the Holidays.
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 briefly discussed the Post's Facebook site. She suggested that Board members invite their Facebook friends to "like" the Post's page. The action is intended to get the word-out on the Post's site.
20. **Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)**
- Drew stated that sponsorship is down for the annual Techfest event held at Sinclair College in January. It was discussed if the Post could help by increasing its annual donation to the event. The Board decided that it can't increase this year's donation (budget is set) however, the Post will consider an increased donation in the Post's 2015 budget. If dispersed early in 2015, next budget-year's donation could help to support the 2015 event.
21. **Old Business:**
- Ted stated that the Pew Charitable Trust is still interested in a Wright-Patterson "tour" of energy initiatives. He then noted that he is awaiting a read from the Wright-Patterson AFB Installation Commander. Ted advised that the initiative is on hold until further notice.
22. **New Business:**
- Board vacancies and possible fills were discussed. It was decided that Mr. Michael Kerr will be added to the Social Committee and Mr. Norm Campbell will join the Industry Affairs Committee.
 - Jim Ryckman stated that his organization, AFLCMC/WNV has an unreached pool of personnel that may have interest in Post membership and/or interest in participating in Post events. Jim suggested a recruitment session be held at his organization.
 - Jim Ryckman also stated that the Southwest Ohio Chapter of the Air & Waste Management Association has interest in holding a joint, environmental-themed luncheon with the Kittyhawk Post. It was suggested that the Post considers a 2015 event with them.
23. **Post calendar is attached.**
- See attached calendar.

24 **Adjourn:** 12:52 PM

Joseph E. Pado 

Secretary, Kittyhawk Post

Theodore J. Hecht 

President, Kittyhawk Post

Updated Roster October 2014 SAME Kittyhawk Post Executive Board

Position	Name	Present	Phone	Absent	Organization	Email
President-	Ted Hecht	X			WPAFB - 88 ABW/CE	theodore.hecht@us.af.mil
President Elect	Nadja Turek			X	Woolpert	nadja.turek@woolpert.com
Vice-President	Mike Howe	X			WPAFB – 88 ABW/CE	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@ljbinc.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
Co-Chair	Capt Andrew Folz			X	AFIT	folz.andrew@afit.edu
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@barreng.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	URS	Jennifer_tamburino@urscorp.com
Co-Chair	Dave Perkins			X	WPAFB – 88 ABW/CE	dave.perkins.2@us.af.mil
Membership	Joe DiMisa	X			Woolpert	joe.dimisa@woolpert.com
Sustaining Members	Nikki Marksberry			X	Emersion Design	nikki.marksberry@emersiondesign.com
Co-Chair	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	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
K-12 Outreach	Jim Levy	X			WPAFB - 88 ABW/CE	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/CE	joseph.piechota@us.af.mil
Co-Chair	Jim Levy	X			WPAFB - 88 ABW/CE	james.levy@us.af.mil
Fellows	Col Jeff Todd			X	WPAFB - HQAFMC/A6/7	jeffrey.todd@us.af.mil

TREASURER'S REPORT

October 2014

Expenses

- Eventbrite fees (August 14) \$76.79
- Newtek Fees (August. 14) (\$89.70+ \$72.90) = \$162.60
- September Lunch \$597.00

Total Expenses \$800.39

Income

- September Lunch \$767.00
- Yellow Ribbon \$64 .00
- Fisher House \$10.00
- April Lewis Memorial Scholarship Fund \$15.00

Total Income \$856.00

Anticipated October 2014

Expenses

- Newtek Fees –
- Eventbrite fees \$
- September Luncheon

Income

- October Luncheon

Other Items:

Account Balances as of 9-30-14

- WP Basic Share account \$882.18
- WP Checking Account \$11225.78.60
- WP Money Market Fund \$66,310.95

January Last Business Day- Streamer Submissions Due January 31- Nomination for National Awards Deadline All Individual Memberships Need Renewed Renew Post Office Box Send annual financial statement to 88 ABW Private Organization Office (Secretary) Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)	February Early February- Post Leaders Workshop (New Distinguished Post Criterion- Med & Lg Posts must send One Board Member and One Young Member per year) IM & SM Dues Paid by EFT (Electronic Funds Transfer) Mid-February- Engineer Week Streamer Reconsideration Period open until LAST Business day of Feb (Post must make request for reconsideration) Apply to National for Young Member Sponsorship at JETC Young Member Hosted Luncheon	March 1st Business Day- Post Financial Report Due (report online at www.same.org/postops) Mid-March- Final Streamer Results Announced, including Top Posts and Top Region ASCE Joint Meeting AFIT GEM Award Presentation at membership meeting and at AFIT grad awards ceremony Development of Slate for Executive Board Election, usually handled by Fellows Executive Board votes on SAME camp attendees Social Event - March Madness Solicit for West District Science Fair Judges Deadline to submit Army Camp Applications March 18, 2011
April Science Fair winners presented at membership meeting Executive Board Election by members Deadline to submit USAF application to the camp registrar April 15, 2011	May SM Dues paid by EFT Deadline for Posts to submit Navy Camp Applications to Camp Registrar May 13, 2011 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 National JETC held in May Scholarship winners presented at membership meeting Industry Day Social Event - Dragons' Game	June Scholarship winners presented at membership meeting Review and vote on By-laws (at least every two years) (Secretary) Young Member led meeting Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)

July Golf Outing - No Luncheon	August Late August- Deadline for Posts to submit interest in Hosting JETC (4-6 years out) IM & SM Dues Paid by EFT (Electronic Funds Transfer) 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) SAME Camper presentation	September 1 Sep - Fellows Nominations due to HQ 19 Sep - Membership Presentation to Incoming AFIT Students
October October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer Round Table Event Visit Monthly Luncheon Fees	November SM Dues paid by EFT Nov 24 - Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer	December Social Event - Holiday Party (No Luncheon) Dec 3-5 - Great Lakes River Division Conference (Cincinnati) Dec 4 – Board Meeting & Social



DEDICATED TO THE NATIONAL DEFENSE

THE SOCIETY OF AMERICAN MILITARY ENGINEERS
KITTYHAWK POST

MEETING AGENDA
9 October 2014
Twin Base Golf Course

11:30 Set up laptop and projector (Nichole Lashley)

11:45 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)

Head Table: TBA

Presenter – Fisher House (Chris Stanley): (Ted Hecht)

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.

12:05 **SAME Announcements:** (Ted Hecht)

- Holiday Social – (Mike Howe)
- Ohio Valley and Great Lakes JETS (Louisville, KY)– November 19-21 (Ted Hecht)
- SAME Small Business Conference (Kansas City) – December 9-11 (Ted Hecht)

12:10 **SM Presenter – Mason and Hangar (Mickey Jones):** (Ted Hecht)

12:15 Featured Speaker: James Stephens, President of Hard Rock Exploration will be presenting on "The Revolution of Horizontal Drilling - A discussion on US Natural Gas supply and consumption since the boom of horizontal drilling" (Ted Hecht)

BIO: Mr. Stephens graduated from the University of Kentucky in 1984 with a Geophysics degree and a minor in Engineering. Mr. Stephens has more than 26 years of engineering, operations and managerial experience with major and independent oil and gas companies. He has worked in many geologic basins and in all phases of oil and gas field development.

Please welcome Mr. Stephens!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker (Nadja Turek) **{PHOTO}**

12:40 Final Announcements: (Nadja Turek)

Our November luncheon will be on Thursday November 13th at Twin Base. Our speaker will be Mr. Greg Smith president of Energy Optimizers. His topic is LED lighting and applications with energy efficient lighting technologies.

You can register for the November 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.

12:50 Adjourn Meeting (Nadja Turek)

SAME E-NEWSLETTER ARTICLE GUIDELINE						
TOPIC	COMMITTEE	MONTH	AUTHOR	POST ON WEBSITE (Y/N)?	EXTERNAL PRESS RELEASE REQUESTED (Y/N)?	COMMENTS
OCTOBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	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
Fall Social - Wine/Beer Tasting	Social	Sept-Oct	Mike Howe	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Nikki Marksberry	Y	N	
NOVEMBER						
Monthly Program Wrap-Up w/ Pics	Communications	Monthly	Capt Jesse Lantz	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
Holiday Party	Social	Nov-Dec	Mike Howe	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Nikki Marksberry	Y	N	
DECEMBER						
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
Holiday Party	Social	Nov-Dec	Mike Howe	Y	N	
New Member Firm Update	Sustaining Members	Monthly	Nikki Marksberry	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			
	Readiness		Maj Theresa White/ Jon Wheeler			
Small Business Roundtable	Small Biz	1-60 Days B4 Event	Jeff Engram	Y	Y	
Spring Social	Social	TBD	Mike Howe	Y	N	
Request for Donations	Yellow Ribbon	TBD	Nikki Marksberry	Y	N	
Young Member Activities	YM Chair	As Needed	Capt Sam Logan	Y	TBD	