ITEMS DISCUSSED:

1. **President’s Corner (Mr. Jeff Leonard)**
   - President will collect contact info for post attendees to the JETC and consolidate a list in order to coordinate post representation at events and a post meetup.

2. **Secretary (Maj Chris Scannell / Mr. Joe Pado/ Mr. Joe Brink / Mr. Drew Titone)**
   - The minutes from the April board meeting were approved.
   - Secretary will update officer information with SAME National following elections

3. **Treasurer (Mr. Pete Battaglia / Ms. Bronnie Kallas)**
   - The Treasurer’s report for April was presented and approved (attached).
   - A template has been distributed via email for reimbursements, which should streamline the process.
Committee Reports

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

   01 May 2018
   IM's  249
   SREPS  234
   Total  483
   Students  18

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

5. Sustaining Membership (Mr. Michael Chapman)
   • The sustaining member for the May member luncheon has been confirmed.

6. Programs (Mr. Amir Mott / Ms. Teri French / Ms. Nadja Turek / Mr. Jeff Leonard)
   • The May General Membership Meeting agenda was discussed.
   • Coins are now available for whenever needed.

7. Education/Scholarships/Science Fairs (Ms. Nadja Turek/ Mr. Tom Kolber/ Col Paul Cotellesso/ Col Moore)
   • 2 scholarships were awarded at the April luncheon. There will be an additional 3 presented in May, and 7-8 presented in June.

8. Industry Affairs (Mr. Scott Porter / Mr. Ken Stegall / Mr. Joe Brink / Mr. Norm Campbell / Mr. John Koerner)
   • An update was provided on the Industry Day program. The flyer will remain posted at the top of the Post website. Additional media to advertise the speakers and panelists will be produced and distributed to surrounding posts to encourage a broader attendance.
   • There will be a meeting to discuss the Industry Day logistics following the May 17 general membership luncheon.

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)
   - No report.

11. Social (Mr. Robert Blevins / Mr. Ted Hecht)
   - The trapshooting social event held April 20 at Middletown Sportsman’s Club was a great success, with the 26 participants having a very good time.
   - The golf outing on July 13, 2018 is in need of sponsors.

12. Young Members (Mr. Jim Levy / Ms. Kelly Hecht / Ms. Lauren Anderson)
   - No report.

13. College Outreach (Mr. Joe Piechota / Mr. Jim Levy / Tay Johannes)
   - NSTR

14. K-12 & STEM Outreach (Col Shawn Moore / Mr. Jim Levy / Mr. Chris Abell)
   - Two campers have been nominated by the post to attend the summer camps.

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

16. Awards (Mr. Gordon Taylor)
   - The Relationships Streamer requires new relationship to be formed each year, so post members should be on the lookout for opportunities.

17. Fellows (Mr. Jeff Todd)
   - The fellows recently held a luncheon that was well attended.

18. Affiliates Societies Council (Mr. Drew Titone / Mr. Jim Ryckman)
   - There is 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)**
   - Maj Scannell has taken over responsibility for the monthly newsletter. Please send all information to be included to him.

20. **Old Business:**
   - Jeff Leonard has sent out notes on the previous meeting with Alex Masters regarding the proposal to start a Field Post in Cleveland. Board members are encouraged to review the notes, and they will be discussed during the June board meeting.
   - Buddy Stanford was approved by the board to receive sponsorship as a YM to attend the JETC.

21. **New Business:**
   - There is a proposal to form an ad-hoc committee to consider re-organization or the standing committees into a format that makes more sense. This discussion is tabled until next month.

22. **Post calendar is attached.**

23. **Adjourn: 1:23 PM**

Christopher M. Scannell                          Jeffrey L. Leonard
Secretary, Kittyhawk Post                                 President, Kittyhawk Post
TREASURER’S REPORT

May, 2018

Expenses

• Eventbrite fees April Lunch = $53.34
• Eventbrite payment processing fees (April Lunch) = $24.60
• Eventbrite fees Sporting Clays = $54.96
• Eventbrite payment processing fees (Sporting Clays) = $46.80
• April Lunch $808.20
• Tech Fest split with ASCE $264.35
• Science Fair winners $300.00
• Camp Mentor Support (Joe Piechota) $652.90
• Sporting Clays event $1348.83

Total Expenses $3507.18

Income

• Yellow Ribbon $17.00
• April Lunch revenue $886.00
• Sporting Clays event $1690.00
• Fisher House From Eventbrite $
• April Lewis Scholarship From Eventbrite $100.00
• Scholarships $1000.00 LJB
• Scholarships $1000.00 Turek
• Scholarships $1000.00 Woolpert

Total Income $5693.00

Anticipated
March 2018

Expenses

April Lunch

Income

April Lunch

Other Items:

Account Balances as of 04-30-18

• WP Basic Share account $1,229.09
• WP Checking Account $16,579.89
• WP Money Market Fund $100,083.48
• Cash Box $500.00
MEETING AGENDA
SAME – Kittyhawk Post
17 May 2018
Hope Hotel

11:15 Set up laptop and projector (Amir Mott)

11:45 Welcome to this meeting of the Society of American Military Engineers (SAME) Kittyhawk Post April meeting. (Jeff Leonard)

Pledge of Allegiance (Jeff Leonard)

Invocation (Joe DiMisa)

Comments to be seated (Jeff Leonard)

Recognize Distinguished Guests – Head Table (Jeff Leonard)

Notify attendees to start eating salads – 11:55

12:15 Announcements:

SAME
- Industry Day (Scott Porter)
- Golf Outing – save the date (July 13) and soliciting sponsors (Jeff Leonard)
- Volunteer opportunities on Post committees (Jeff Leonard)
  - YM and K-12/STEM Programs

Air & Waste Management Association

12:30 Scholarships (Jeff Leonard)
- April Lewis scholarship
  - Brett Wedding
- Named scholarships
  - Prime AE (presented by Ralph Norman) Grace Ojala
12:35 Installation of Officers (RVP Mark Kessinger)

12:40 **Sustaining Member Firm Highlight:** TBD

12:45 **Featured Speaker** Mark Kessinger, DLZ National, Federal Business Coordinator:

Mark Kessinger is the Federal Business Coordinator for DLZ National. He started with DLZ in 2015 after a 33-year career with the U.S. Army Corps of Engineers.

During his career at the Corps he managed a wide range of water resources projects including the design and construction of dams, locks, floodwalls and ecosystem restoration projects. He also was the project manager for dismantling NASA’s only nuclear reactor in Sandusky, Ohio, and leading a team of dam safety experts who evaluated the structural integrity of Buckeye Lake Dam for the Ohio Department of Natural Resources.

He also served as the Corps’s Liaison to the State of Ohio and the Muskingum Watershed Conservancy District so he was heavily involved in water resource issues affecting Ohio.

He graduated from West Virginia University with a BS in Civil Engineering and earned a Master’s degree in Engineering Management from Marshall University. He is a SAME Fellow, an avid college football fan, and he and his wife, Renee, are actively trying to raise twin 19-year-old sons.

**Please welcome** Mark Kessinger!

Question/Answer Period

Present Kittyhawk Post Coin to Speaker

1:05 **Final Announcements:**

Our June Luncheon, 14 June, will be in conjunction with our Industry Day. The featured keynote speaker is Rick Perales. All the information about both the full industry day and the luncheon are on our website and Eventbrite page.

50/50 Yellow Ribbon drawing (Ted Hect; Tom Kolber)

Thank the Hope Hotel staff.

You can register for the lunch via our website: [http://www.samekittyhawkpost.org/](http://www.samekittyhawkpost.org/)

Reminder: if you’re not a member, but would like to be, please see Joe DiMisa!

Reminder: if you need to pay for lunch or did not sign in when you arrived, please see Pete Battaglia.
<table>
<thead>
<tr>
<th>January</th>
<th>February</th>
<th>March</th>
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<tbody>
<tr>
<td>January 20 - Nomination for National Awards Deadline</td>
<td>IM &amp; SM Dues Paid by EFT (Electronic Funds Transfer)</td>
<td>Last Day- Post Financial Report Due (report online at <a href="http://www.same.org/postops">www.same.org/postops</a>)</td>
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<tr>
<td>All Individual Memberships Need Renewed Renew Post Office Box (Treasurer)</td>
<td>Mid-February- Engineer Week Streamer Reconsideration Period open until LAST Business day of Feb (Post must make request for reconsideration)</td>
<td>Mid-March- Final Streamer Results Announced, including Top Posts and Top Region</td>
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<tr>
<td>Annual insurance renewal and provide update to 88 ABW Private Organization Office (Secretary)</td>
<td>Apply to National for Young Member Sponsorship at JETC</td>
<td>ASCE Joint Meeting</td>
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<tr>
<td>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</td>
<td>Young Member Hosted Luncheon</td>
<td>AFIT GEM Award Presentation at membership meeting and at AFIT grad awards ceremony</td>
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<tr>
<td>Read Anti-Trust Statement at Membership Luncheon (Secretary)</td>
<td>Collect volunteer hour reporting requirements for Annual Financial Report (Treasurer)</td>
<td>Development of Slate for Executive Board Election, usually handled by Fellows</td>
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<td>TechFest – 18-19 February 2017</td>
<td>Executive Board votes on SAME camp attendees</td>
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<td>Solicit for West District Science Fair Judges</td>
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<td>Deadline to submit Army Camp Applications mid-March</td>
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<td>April</td>
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<tr>
<td>Science Fair winners presented at membership meeting</td>
<td>SM Dues paid by EFT Deadline for Posts to submit Navy Camp Applications to Camp Registrar mid-May</td>
<td>Scholarship winners presented at membership meeting</td>
</tr>
<tr>
<td>Executive Board Election by members</td>
<td>Deadline for Posts to submit Navy Camp Applications to Camp Registrar mid-May Preferred Transition of Post Leaders; new Board of Direction takes office</td>
<td>Review and vote on By-laws (at least every two years) (Secretary)</td>
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<tr>
<td>Deadline to submit USAF application to the camp registrar mid-April</td>
<td>-- Change submitted by Secretary w/in 30 days to National &amp; WPAFB Private Organization Office National JETC held in May</td>
<td>Young Member led meeting</td>
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<td>National JETC held in May Scholarship winners presented at membership meeting</td>
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<td>Golf Outing - No Luncheon</td>
<td>Late August- Deadline for Posts to submit interest in Hosting JETC (4-6 years out)</td>
<td>1 Sep - Fellows Nominations due to HQ</td>
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<td>IM &amp; SM Dues Paid by EFT (Electronic Funds Transfer)</td>
<td>Early September- Post Leaders Workshop held in DC area (New Distinguished Post Criterion- Med &amp; Lg Posts must send One Board Member and One Young Member per year)</td>
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<td>SAME Camper presentation</td>
<td>Membership Presentation to Incoming AFIT Students</td>
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<th>October</th>
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<td>October 1 - Student Chapter Annual Status Report due to meet 1B criteria for Outreach and Communication streamer</td>
<td>SM Dues paid by EFT</td>
<td>1st Thursday – Board Meeting &amp; Holiday Social</td>
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<td>Renew Installation Usage Approval with 88 ABW Private Organization Office (Secretary)</td>
<td>Nov 24 - Deadline for committee chairs to submit the next calendar year Post budget items to Treasurer</td>
<td>2nd Thursday - No Luncheon</td>
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<td>Industry Day</td>
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<td>Visit Monthly Luncheon Fees</td>
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<td>Monthly Program Wrap-Up w/ Pics</td>
<td>Communications</td>
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<td>Golf Outing - Call for Sponsors</td>
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<td>March - July</td>
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<td>Golf Outing - Golf Team Registration</td>
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<td>May - July</td>
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<td>New Member Update</td>
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<td>Monthly Program Announcement</td>
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<td>By-Laws Approval</td>
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<td>Where Are They Now: Past Scholarship Winner</td>
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<td>New Sustaining Firm Membership Update</td>
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<td>Renewal of WPAF/B Private Organization</td>
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<td>Permit - Required Notification to Members</td>
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<td>Fellows Nominations</td>
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<td>Golf Outing - Wrap-up &amp; Thank You Article</td>
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<td>Fellows</td>
<td>Jeffrey Todd</td>
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Please send updates to:  
christopher.m.scannell@gmail.com  
Other: Capt Brendan Miasin