MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, January 31, 2019, San Antonio Area Foundation

Board Members present are in BOLD:

President                     Mr. Scott J. Mikos
Vice President                Mr. Eric Wilbur
Past President                Mrs. Amy Shirlberg
Secretary                    Ms. Sarah Fowlkes
Assistant Secretary         Ms. Lily Cartwright
Treasurer                    Mr. Sam Hutchins
Assistant Treasurer        Mrs. Diane Glass
Professional Growth Director Mr. John Enyeart
Professional Development Director Mr. Joshua Graham
Relationships Director      Mr. Mike Geer
Leadership & Mentoring Director Mrs. Michele Torres
Fellows Director            Mr. Glen Turney
Resilience Director         Pending
Young Member Director       Ms. Marie Masbad
Individual Member Director  Mr. Steve Holt
Sustaining Member Director  Pending
Military Enlisted Affairs Liaison TSgt Kristopher Martin
K-12/STEM Outreach Coordinator Pending
SAME E&C Camp Coordinator  Mr. Kit Lui
College Outreach Coordinator Mr. Gary Panozzo
UT Student Chapter Mentor    Pending
UTSA Student Chapter Mentor  Pending
Texas A&M Student Chapter Mentor Mr. John German
Scholarship Director         Mrs. Diane Glass
Small Business Coordinator  Mr. Tae Parrish
I-WEPTAC Coordinator        Ms. Bonnie Hopke
Leadership Lab (LLAB) Director Mr. Bregger Garrison
Assistant LLAB Director      Mr. Craig Mills
Social Media Coordinator    Mr. Craig Mills
Newsletter Editor           Mr. Dick Kochanek
Website Manager             Mr. Dick Kochanek
WW/Community Support Coordinator Ms. Melody Marsh
Golf Committee Chair         Pending
Awards Committee Chair         Mr. Dick Kochanek
Holiday Celebration Chair     Ms. Hilda Quinones

Others Present:
Resilience Committee Member  Mr. Peter Gonzalez
1. Meeting started with Scott Mikos appointing/re-appointing new members and past Board members to the 2019 Board positions as shown in Attachment 1.


NO CHANGES.

3. Finances/Budget:
   - *Attachment 2* is the 2018 Budget Balance Sheet.
   - *Attachment 3* is the 2019 Budget Data as of January 21
   - *Attachment 4* is the net results of the 2019 Post meetings.

Dick Kochanek briefed that the 2018 PTSD donation for $2,000 went to computer equipment rather than tables and chairs as originally planned; the PTSD organization coordinated with us before making the change. Scott asked the Board about supporting Post member MSgt Daniel Trudeau’s transportation costs to the SAME Transition Workshop & Job Fair at BWI Airport, MD; SAME was picking up the cost of the Hotel and Workshop. Dick stated this would meet a streamer requirement for supporting a YM or NCO member to a National event. It was suggested that the member only be supported up to a certain amount (ex. $400). Some board members voiced the desire to spend the money sponsoring the member to go somewhere locally or to something where value is being added. It was determined that the MSgt Trudeau would be going to represent the National committee that he participates on and the gather other information. It was suggested we should support the transportation costs as long as the member comes back and makes a presentation afterwards to the Board or at a luncheon. The motion was seconded, and the motion passed. There is $3,000 in the 2019 Post Budget to support this expense and sending other members to SAME National events such as JETC and the SBC or other events like the Post’s SBMRF.

Board APPROVED paying MSgt Trudeau’s transportation cost to the 2019 SAME Transition Workshop & Job Fair

4. Post Contract Execution Authority Renewal:
   - Annually, the Board re-issues the authority for Chairpersons and POCs of major program/activities to sign contracts on behalf of the Board/Post when the activities and their related budgets have been approved by the Board IAW the Post Bylaws, Article V, para 3 (see http://www.same.org/Portals/0/posts/satx/documents/bylaws2017.pdf?ver=2017-11-28-154347-047).

Board APPROVED renewal of the Post Contract Execution Authority.

5. Board Member Expectations:
   - In previous years the Board has approved the policy that Board members are expected to attend at least three (3) of the scheduled Board meetings in the calendar year (typically 11 Board meetings are planned for the year). This may be waived by the Post President on a case-by-case basis.
Board APPROVED the expectation of Board members attending a minimum of three (3) Board meetings in the CY.

6. Optimized Remediation Contract Industry Day:
   - On 20 March 2019, AFCEC/CZR, in coordination with USACE and SAME, SA Post will host a follow-on Industry Day event on the FY20 ORCs at the Ft Sam Houston Golf Club.
   - As with the first ORC Industry Day held during our 2018 SBRMF the focus will be on the strategy, timing, and processes for execution of the FY20 requirements through the USACE.
   - Briefings and panel Q&As session will take place during lunch at the event. Questions from attendees to be addressed at the event will be submitted by 20 February 2019.
   - We also have a Post meeting scheduled the next day, Thursday, March 21.
   - Tae Parish to provide additional info at meeting.

Tae briefed registration for the Industry Day is $25 per person to cover costs of the luncheon so it’s not a deficit to the Post. Bonnie inquired if people could just show up and not eat, and the answer is NO. If you attend, you MUST pay because that is how the venue is being paid for. All ORC questions and concerns to be addressed by the AFCEC and USACE Q&A panel must be submitted to Tae by February 20 and the Post’s role is to check people in and to facilitate the meeting, 6 volunteers are needed but most have been found. Due to space, it was been limited to 2 representatives per company; but otherwise it is first come, first serve. Scott asked whether we should cancel the March 21 Post luncheon due to the Industry Day, but Bonnie believed our luncheon attendance would not be impacted. Eric suggested creating advertisement to go to the Industry Day attendees to encourage them to stay over for regular Post luncheon.

7. 2018 Streamers and Awards:
   - Dick sent out the draft of the four Streamers for review by the Board on January 28. The deadline for submittal is January 31.
   - The 2018 EOY SAME Membership Report showed we increased total membership by 37 (3% increase). We therefore earned the 2018 Membership Streamer, but not with distinction, which requires a 5% increase. Even if we earn all other Streamers with distinction, it is unlikely we will be in the Top Post competition since there are four other large Posts that normally win all of the Streamers with distinction that did earn the Membership Streamer with distinction.
   - The following SAME National Award submittals are being worked. Award submittals are due to SAME Feb 1.
     - Post Service Medal – Marie Masbad
     - Tudor Medal – Joshua Graham
   - At the end of 2018, we again nominated Fellows Director, Glen Turney, for Gerald C. Brown Mentoring Award. Unfortunately, Glen was not selected as the winner. Col John Mogge, USAF (Ret), who is the current SAME Foundation Chair and the Past SAME President, won the award.
Our Streamers have been submitted and received by SAME National. We will submit the award nominations after the endorsements are received.

8. February Newsletter:
   - Inputs for the February issue are due by Monday, February 4, 5 pm to Dick at dkochanek@satx.rr.com.

INFORMATION UPDATE ONLY

9. Post Meeting Program
   - Next meeting is March 21st. John Enyeart will provide further information.
   - STEM presentation by a three-member panel: Dr. Manuel Diaz, UTSA Interim Civil and Environment Department Chair, a grad student who will present research with Dr. Diaz, and Dr. Cliff Zintgraff, Founder and Interim Executive Director for SASTEMIC. Scott would like there to be success stories to share to make it more interesting/relatable. Scott has also invited the 502nd Contracting Squadron to give a 5-minute presentation at the March 21 luncheon.

10. YM Program
    - Marie is trying to plan a networking event with the UTSA Student Chapter in February. Awaiting response from UTSA.
    - Marie has been unable to get a response from UTSA student chapter so she suggested waiting until April to hold a joint event. Amy suggested doing a YM event in February and then reaching back out to UTSA later. Amy wants there to be multiple events throughout the year; Michele brought up that we should also have a new member welcome social again in April like the one held in 2018.

11. Other Business Items:
    - Leadership Lab: Craig briefed that Bregger Garrison would stay on as Director for 2019 and Craig would stay as Assistant Director until they could find a graduate to take over as the Director. There have been issues finding graduates who are interested and available. Due to the small 2018 class, they plan to push advertisement on the program, make direct contact with potential participants, and extend the application period. If not enough people show interest or apply then the Board can discuss the possibility of skipping a year.
    - Tae briefed on the idea of changing the annual Golf Tournament to Top Golf competition, but the prices are pretty much the same as regular golf and Tae didn’t think people would pay $125 for Top Golf. Everyone else on the Board agreed. Tae suggested keeping the tournament as-is for this year but maybe decoupling and changing the dates of the golf tournament to increase participation. Spencer Patterson is taking on the role of Golf Committee Chair. Bonnie pointed out the negatives of decoupling the golf tournament from the SBMRF.
    - Bonnie briefed on I-WEPTAC event (on April 9th). The AFIMSC briefing for exhibitors will be on the morning of the 9th and social will be that evening. April 8th will be check-in and set-up, with tear down the 10th. The event location is in a training hanger on JBSA-Lackland so identification to get on the installation will be required. The briefing location is within walking distance of the hanger. Volunteers will be needed for the 8th and 9th.
• Board Retreat- dates had not been determined and budget is unknown. But everyone still likes the idea and Michele will work on getting something scheduled.

• John and Josh Graham discussed linking a YM and UTSA Student Chapter event with a possible tour and presentation on the Texas Sustainable Energy Research Institute (TSERI) at UTSA. Josh will present findings at next meeting.

• Scott discussed getting the new City Manager, Erik Walsh, to brief at one of our luncheons in order to increase attendance. Another possible speaker is Scott Matthews who is working the repair effort at hurricane-damaged Tyndall AFB, FL. Such speakers may increase meeting attendance and could help with our streamer requirements.

12. Next Board meeting:

• Next Board meeting will be Thursday, February 28, 11:30 am – 1:00 pm, at the San Antonio Area Foundation in the Pearl Area.

///SIGNED///
Sarah Fowlkes
Secretary, San Antonio Post

Approved as written

///SIGNED///
Eric Wilbur
Vice President, San Antonio Post

Attachments

1. 2019 Board Appointments
2. 2018 Budget Balance Sheet (to Board Only)
3. 2019 Budget Data(to Board only)
4. 2019 Post Meeting Results
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