Welcome and Announcements

1. Call-ins
2. Quorum declared
3. Approved May 2 Agenda
4. Approved March 29 Minutes
5. Announcements
   a. Julie Erickson called in from out of town and ran the meeting by telephone; Mark Ohlstrom assisted as needed during phone connection issues.

Program Updates by Committee Chairs

KITSAP CHAPTER (Julie Erickson, Manny Bautista, Mark Swink)

1. No update.

VETERAN ASSISTANCE (Allison MacEwan)

1. Allison is working with Monica Manthey on the November Veterans’ Lunch event. The Bahama Breeze venue is confirmed for noon to 2:00 pm and the price for 50 attendees will remain the same as 2018.
2. EventBrite registration will open in August. Next step is to get speakers lined up.

PROGRAMS (Nick Vlahovich)

Nick not in attendance. He emailed report:
1. Kevin Stoll to give Meet The Chiefs update via telephone at today’s board meeting.
2. Nick is continuing to support Michelle Percussi on Matchmaking breakout for the Small Business Symposium
3. Developed survey questions for Regional Meet The Chiefs Conference inquiry to Seattle Post membership. Melissa Grasso is working with Dave Newkirk on sending the questions out to the three Posts (Seattle, Tacoma, Portland).
4. GSA at Federal Center South has informed Nick they now want all tables and chairs stowed away after the end of our luncheon business meetings.

Discussion:

1. Julie Erickson asked if there were any updates or corrections to Nick’s program calendars.
2. Meet The Chiefs (MTC) June 18 Event: Program runs 7:00 am to noon. Melissa is sending out communications. Registration is open; not sure of count yet. Six agencies were invited; only five will attend: USACE Seattle District, USACE Portland District, USACE Walla Walla District, NAVFAC, and the Coast Guard. Washington National Guard cannot make it. General Schroedel is planning to attend.
3. Kevin Stoll asked about a gift for speakers. A plaque was suggested, and Julie Erickson will follow-up about engraving.

4. Tom Nichols asked Melissa Grasso to send him a draft of the survey questions for the 2020 Regional Meet The Chiefs Conference for review. He said that SAME Fellows are a resource to help Posts meet National’s goals, and seeking Fellows input on events will help ensure consistent messaging. Dave Newkirk said he appreciated Fellows input.

5. The survey questions will be sent to all three Posts (Seattle, Tacoma, Portland) to get feedback. Comments will be due back to the Seattle Post by May 17. The goal is to email the survey out to all membership by May 19.

6. The 2020-2021 Centennial Celebration ends in Portland. Discussed a regional event to be shared by all three Posts. Seattle and Tacoma Posts are interested.

7. Small Business Symposium (SBS) update:
   a. Larry Toimil said the committee may be having a hard time getting speakers. Mark Ohlstrom volunteered to support efforts.
   b. A new conference call link is needed for SBS committee meetings.
   c. Manny Bautista reviewed the confirmed speakers. Sponsorships have sold out, and the event is coming together.
   d. Julie Erickson says the draw to attendees is having government (military) representatives there. Final agenda coming out soon. The Military Agency Service Panel has been replaced with the JBLM Panel.
   e. Buddy Barnes will be speaking at the event.

8. ACEC discussion
   a. Julie Erickson is leveraging our relationship with ACEC. Clair Inslee has replaced Loy Young for ACEC event planning. Kevin Stoll will forward her contact information to Julie.
   b. Larry Toimil asked if ACEC is interested in participating in the Regional MTC event. Nick Vlahovich and Kevin Stoll have discussed this with Claire Inslee at ACEC. Claire and Seattle ACEC will reach out to Oregon ACEC. No decision has been made as to whether they will participate.
   c. Monica Manthey asked if ACEC participation will affect our regional event. Feedback from the survey will affect the decision. Kevin Stoll and Tom Nichols will request ACEC data. Julie Erickson will coordinate when she returns from vacation.

PROFESSIONAL DEVELOPMENT (Wendy Oresik)

Wendy not in attendance

ENERGY AND SUSTAINABILITY COMMITTEE (Wendy Oresik)

Wendy not in attendance.

TREASURER (Kevin Fagot)

Kevin not in attendance.

1. Ralph Field commented on the audit that occurred. John Souza, Kevin Fagot and Ralph Field met and agreed that the audit process needs to be simplified and that an expert should review the audit.
Before turning the Treasure position over to Ryan Peterson, the Board should review the audit before any changes are made. Ralph said National approves hiring an auditor annually. Julie will set up a meeting to discuss. Ralph asked the Board for recommendations for an accountant who works with non-profits. Ralph, Julie, Kevin Fagot, Faith Batrack, and Mark Ohlstrom will meet to review the audit before the June MTC event. Mark suggested Caroline Roberts be involved as well.

2. Larry Toimil wants to make sure that the Post is tracking sponsorships under the new program to ensure funds are received and firms receive recognition.

MEMBERSHIP – CURRENT (Scott Blount)

Scott not in attendance.

1. Julie Erickson recently sent out an email to the Board and members asking what the value proposition of SAME membership is, with the intent of learning how to increase membership. Responses from the email will be compiled and the Post will develop a statement to be announced at the June MTC event. Send comments to Julie and Mark Ohlstrom.

MEMBERSHIP - NEW AND SUSTAINER (Jim Shellooe)

1. Jim said it is a good idea to contact Sustaining Member firms at the end of the Board year to encourage filling their member slots. More of an advertising effort is needed going forward to increase membership.

2. Larry Toimil asked for the list of Sustainer Firms to check on their status. Jim will provide. Mark Ohlstrom has National’s list of Post members. Mark, Jim, Scott Blount and others will meet to discuss.

MEMBERSHIP - YOUNG MEMBERS (David Walt)

David not in attendance.

1. Larry Toimil said the TechnoBowl event in April did not have as many teams as hoped.

COMMUNICATIONS (Melissa Grasso)

Not in attendance.

1. Julie Erickson said we do not have good internal email list. Kathryn Bost will put together a list for review by Julie, Mark Ohlstrom, and Board members. Julie is concerned that the Post and committees may be sending out too many emails to the membership, and as a result we are losing subscriptions on our Constant Contact emails. Julie said we don’t want to be considered as “noise” and emails should have valid content. Julie asked that committee members coordinate with Melissa before sending out emails.

SCHOLARSHIPS (John Souza)

Not in attendance. Emailed report:

1. Over 170 total scholarship applications were received.

2. Application reviews are underway.

3. Awards selections and notification will be made later this month (May).

4. Will send final list of awardees out to Post distribution once we have it (late May).
NOMINATIONS (Larry Toimil)
1. The new Board was elected at the April program. Board members will be installed at the June MTC event. Dave Newkirk will perform the installation ceremony.

GOLF TOURNAMENT (Monica Manthey)
1. Monica is taking on the initial planning of the tournament while a new committee is formed. To date, 22 players are registered and there are five hole sponsors.

EMERGENCY PREPAREDNESS (Andrew Park and Matt Veenstra)
1. Matt attended an emergency preparedness conference in Lynnwood two weeks ago. He will take information back to the committee to help shape its future approach and role in the Post.

STRATEGIC PLANNING (CDR Terry McCann)
1. No update. He needs someone attending JETC to pick up our streamers. He is looking at changes for next year’s streamer planning. Steve Woolery, Manny Bautista, and Dave Newkirk are attending JETC.

ENGINEERING & CONSTRUCTION CAMPS (CDR Terry McCann)
1. Three candidates were submitted and all were confirmed; one to the Navy and two to the Air Force Academy.

FIELD TRIPS (Evan Lakin)
1. Evan is looking for a standard template for thank you notes. Letterhead with board members listed should be available. Larry Toimil, Ralph Field, and Julie Erickson have older examples. Kathryn Bost will look at creating a new stationery template.
2. No other field trips planned at this time.
3. Julie Erickson suggested the Paine Field/Everett area for either a program presentation or field trip. Evan and Julie will discuss.

SMALL BUSINESS COMMITTEE (Michele Percussi)
Not in attendance. (The Small Business Symposium was discussed in the Programs section above.)

STEM (Mary Ann Carlson)
Not in attendance.

CENTENNIAL CELEBRATION (Julie Erickson, Manny Bautista)
1. Julie and Manny are working with Mark Ohlstrom and others and will meet at 4:00 pm prior to the SBS Icebreaker event (Monday, May 20). They are looking for additional committee members. Manny is attending JETC and will bring back ideas to assist with strategy.
OTHER BUSINESS

1. Caroline Roberts and Ralph Field are asking for help to pick up the Post’s mail at the facility near 1st Avenue and ferry dock. Ralph will ask if Faith Batrack is available.

CLOSE BOARD MEETING – In Attendance *(alphabetical by last name)*

1. CDR Neal Armstrong  
2. CDR Manny Bautista, CEC, USN (Ret.)  
3. Kathryn Bost  
4. Greg Burgess  
5. Julie Erickson  
6. Evan Lakin  
7. CDR Ralph Field (Ret.)  
8. Allison MacEwan  
9. Monica Manthey  
10. CDR Terry McCann (Ret.)  
11. Dave Newkirk  
12. LTC Thomas (Tom) Nichols (Ret.)  
13. Mark Ohlstrom  
14. Jim Shellooe  
15. Kevin Stoll  
16. Karen Sullivan  
17. Larry Toimil  
18. Matt Veenstra