



20770 US HIGHWAY 281 N
STE 108, PMB 451
San Antonio, TX 78258-7500

July 16, 2023

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, June 29, 2023, Zoom/In Person Meeting

Board Members present are in BOLD:

President	Mr. Zakary Payne
Vice President	Mr. Rene Cortez
Past President	Mr. Joshua Graham
Secretary	Mrs. Cassandra Price
Assistant Secretary	Sarah Fowlkes
Treasurer	Mr. Sam Hutchins
Assistant Treasurer	Mr. Steve Holt
2nd Assistant Treasurer	Mr. Dick Kochanek
Industry Gov. Engagement Director	Col. John Baker
Service Mem. & Veteran Supp. Director	Mr. Dean Hartman
Service Mem. & Veteran Supp. Coord.	Mr. Mike Monreal
Service Mem. & Veteran Trans. Coord.	Mr. Marcus Henneke
Leadership & Mentoring Director	Mr. Don Gleason
Fellows Director	Mr. Glen Turney
Resilience Director	Mr. John Enyeart
Young Professional Director	Ms. Amanda Navarro
Individual Member Director	Mr. Ed von Dran
Sustaining Member Director	Mrs. Michele Torres
Military Enlisted Affairs Liaison	VACANT
K-12/STEM Outreach Coordinator	Mr. Scott Mikos
College Outreach Coordinator	Mr. Terry Watkins
SAME E&C Camp Coordinator	Capt. Varsha Savalia
STEM & College Outreach Director	Mr. Harold Eberbach
UT Student Chapter Mentor	Mr. Rick Galloway
UT Student Chapter Mentor Assistant	Ms. Lily Cartwright
UTSA Student Chapter Mentor	Mr. Terry Watkins
Texas A&M Student Chapter Mentor	Mr. John German
Scholarship Director	Mrs. Diane Glass
Small Business Coordinator	Ms. Sarah Fowlkes
SAME National Event Liaison	Ms. Bonnie Hopke
Golf Committee Chair	Mr. Michael Beach
Leadership Lab (LLAB) Director	Mrs. Cathy Bond
LLAB Co-Director	Mr. Sam Barnett
Social Media Coordinator	Mrs. Amy Shirlberg
Newsletter Editor	Mr. Dick Kochanek
Website Manager	Mr. Dick Kochanek
Awards Committee Chair	Mr. Dick Kochanek
Holiday Celebration Chair	Ms. Hilda Quinones

1. Are there any additional revisions to the May 25 Post Board meeting minutes published at <https://classic.same.org/Portals/0/posts/satx/documents/bod/230525sabod.pdf>

There were no other revisions to the published May 25 meeting minutes

2. Finances/Budget:

- *Attachment 1* is the 2023 Budget update as of Jun 24.
- CPA completed the taxes. Sam will email copy to any Board member(s) interested in reviewing it.

Sam H. said that our CPA completed our taxes, which costed \$1,730. A copy has already been sent to National. If you are interested in seeing them, please contact Sam. Sam also stated to be aware that phishing emails are being sent out to be people, so please be aware.

3. Texas Post President Meeting:

- Although we were waiting for the Texas Post Presidents to decide on a funding policy on the Texas LDP, the Dallas Post came in with a request for \$721.04 to reimburse some of the expenses for the program based on our original commitment to support the program with \$1,100. After consulting with Zak Payne, Sam sent the payment for \$721.04 to the TX LDP for this year's Texas Region LDP.

INFORMATION UPDATE ONLY

4. Post 2023 SAME SBC Support:

- Bonnie Hopke will provide update on the suggestions received for a Post activity in conjunction with Nov 1-3 SAME Small Business Conference (SBC).
- SBC registration is scheduled to open in mid-Jul.
- Do we want to sponsor a member to the event or just emphasize volunteering to our members for a free registration like we did for JETC?
 - Industry YP/SB/Academic/Non-Profit/Retired member registration is \$600 up to Aug 15; \$700 - \$800 afterwards.
 - Medium/Large business member registration is \$730/\$8300 up to Aug 15; \$830 - \$1030 afterwards.
 - Uniformed/Civilian Government member registration is \$125.
 - One-day registration ranges from \$207 - \$457.
 - On Oct 31 there is a YP – Fellows networking event.

Bonnie went over the suggestions she received, which are at *Attachment 2*. Bonnie stated that if we are going to do a golf tournament, we need to make the decision now to allow proper time for planning. If we do the golf, recommended date is Oct 31st. Dick said this could conflict with JETC meetings that are scheduled on that date. Zak said he thinks it is just SBA training sessions. Zak reminded that this is Halloween and might

conflict with evening plans. If we do a bar-based trivia, then we need to start looking for locations that has the proper space, availability and convenient location. Dick is going to put these ideas out for a board vote.

Dick asked if we wanted to offer a sponsorship to the conference. Zak said that we may consider sponsoring the registration of an active SB, however, did not feel this was as applicable to young professionals as JETC. John B. suggested sponsoring the registration for a “first-time attending small business” to try and encourage a local small business to get involved in SAME. Zak also suggested we could offer a stipend to multiple small businesses. Zak asked how many small businesses have joined our chapter in the last 12 months. Bonnie reminded that there are still issues with the membership process and how companies are listed on the roster. Ed von Dran had an idea that we invite one of the wounded warrior organizations, possibly sponsor a booth, such as Helicopter for Heroes or Mission 21. Mission 21 provides comfort animals to disabled vets. Helicopters for Heroes is a local Texas disabled vet charity. Dick and Bonnie recommended that he talk with Dean H, as he was working something like this for JETC. Dick is going to look for some potential SB candidates for a stipend and get back to the board.

5. Young Professionals:

- YP networking event scheduled for TopGolf on Jun 27, 5-7 pm.
- There were 10 RSVPs, 4 of which are YPs. Amanda has some concern about the heat forecast and will brief at the meeting if they had to postpone the event

Amanda said there were nine attendees for the Top Golf – three of them were not members. These attendees were interested in getting their organization involved in SAME. Amanda got their contact information and plans to reach out.

6. Military Enlisted Liaison Board Position:

- At the last Board meeting, we discussed filling this vacant Board position. Several ideas surfaced on potential candidates. Get an update if there was any interest from Post enlisted members mentioned.

Zak said that Dean and John E. are planning to reach out to some people. Will follow up with Dean H and John E. at next meeting.

7. SAME Environmental COI Proposal:

- Rick Wice from the SAME Environmental Community of Interest (ECOI) reached out to Rene Cortez about their new program of reaching out SAME Posts with a significant membership engaged in environmental work or with a major DOD presence. With AFCEC and AEC in the San Antonio Post footprint, there are significant environmental programs and SAME membership interest in environmental work. The ECOI would like to network with the San Antonio Post to better serve the SAME membership.
- Some of the ideas are to share notification of events (Industry Days) and meetings of interest and to hear from the Post’s environmental practitioners, regarding their concerns, focus and interests. This will help the COI to have the most positive impact on SAME the environmental community and the society’s IGE mission.

Rene said that he and Zak have a call with Rick in the next two weeks to discuss ECOI and understand their objectives and what they want to accomplish. Glen stated that what they are looking to do is engage the Post to find out if members are aware of the environmental COI and to get the word out to members about this opportunity to get involved in this environmental COI (e.g., communication and delivery method). Rene stated that it would make sense for Glen to attend the call since he is on the ECOI. Rene will send Glen the meeting invite.

8. 2023-24 Leadership Lab:

- Reviewed last 3 years budget and drafted a proposed budget to submit. Sent *Attachment 3* which includes the updated application, marketing plan, and proposed budget to Zak for his thoughts before submittal and updated with his suggestions.
- We will be posting application in the next newsletter/and upcoming member emails.
- Sent out email to previous graduates, sustaining members and BOD for a 15-30 second video of the value/best actionable lesson to post on social media (LinkedIn etc.).
- Drafted a San Antonio Post Leadership Lab Power Point based on the JETC Power Point to present in July for the Leadership COI

Attachment 3 includes a draft proposed budget, draft marketing plan, and updated application. The revised application addresses all of the comments from Zak. Cathy will send out after the 4th of July an email to all of the previous graduates, sustaining members and BOD for a 15-30 second video.

Sam B said they had some questions that were posed to them.

1. Social media outreach - How do we get the word out of the leadership lab to industry partners and government representation. They put a plan together that encompasses different types of social media.
2. Another item addressed is how we can incorporate individuals in the leadership lab that are part of a field chapter that does not have a leadership lab. Sam/Cathy talked with Zak about this at length of what that might look like. They have some thoughts on how they would do this in a remote setting and have those people come in for certain engagements, such as SA Small Business Market Research Fair or SAME SBC.
3. There were questions the use of ThinkIFIC, the platform recommended for LLAB – cost per user and how many user seats. Sam said there is a flat cost, and we would have unlimited seats.

Dick suggested that if we are going to open this up to people that are not SA Post members, we should change the application and charge an additional price for those that aren't a Post member. Glen T. said that we could come up with a stratification, where a specific number of LLAB participants have to be SA Post members. Dick said, if we are all good with having non-SA Post members attend, then they can play the extra \$10 in membership dues to become affiliated with our Post. Ed von Dran suggested that we don't have to front the cost for any non-Post members, that we could have their local post sponsor them. Zak and BOD agreed that non-Post members will need to go in and become Post members in order to attend the SA LLAB.

Dick said that the budget proposal projects 16 participants. However, in the last five years we are only averaging 10 participants. Additionally, ThinkIFIC costs approximately \$800 annually. We have done 12

leadership labs without the software. He questions if the software really adds value to the program. Sam stated that with the marketing initiatives planned (e.g., 15-30 second video of the value/best actionable lesson to post on social media (LinkedIn etc.) and request for referrals), he feels we can hit the 16 attendees' goal. As for the use of ThinkIFIC, feedback from recent graduates was that we could streamline the delivery of the material and ThinkIFIC was an innovative solution to address this.

Dick asked if we thought about adding some type of commitment statement to the application about participating in Post activities. Cathy stated that there is a statement in the application that says the attendee would have to attend at least one monthly luncheon, a BOD meeting, and volunteer at Small Business Market Research Fair or another event for SA Post. This would be required of non-Post applicants as well. Bonnie said that these additions are fine for local applicants, but if we are going to open this up to non-Post members that aren't local (e.g., Albuquerque), this is an unreasonable expectation. Cathy concurred. It was mentioned non-Post members could do volunteer work at their home Post instead.

Zak mentioned that since all of the costs are within the approved budget for LLAB, no BOD approval is required.

9. IGE Event:

- At the April Board meeting, we talked about doing an IGE session with the AFCEC leadership possibly about the AEnext contract. Get an update on whether we will be doing some type of IGE session with AFCEC in 2023.

Zak said that he has had some dialogue with AFCEC Deputy Director. However, due to the AFCEC/AFIMSC reorganization – there hasn't been much movement on this.

10. Post Meetings:

- Summary of 2023 Post meeting results is at *Attachment 4*.
- Rene Cortez received a call from a non-local Post member who requested that we provide ways for non-local members to provide our Post more value despite not being able to participate in person. This is a broad-brush topic, but we should discuss and ultimately find ways for our non-local members to engage.
- Based on meeting attendance, members travel/work schedules and the cost of /time involved with Post meetings, Dick feels the Board consider whether in the current environment in-person Post meetings are worth having.

Rene said he received feedback from non-local members is that they would like a way to connect with membership, activities, and provide value to the Post. We may want to consider hybrid activities and special Post events in conjunction with larger SAME events. Zak said that we have discussed trying to make the Post luncheons a hybrid event. Dick said that we haven't been able to do that in the San Francisco Steakhouse because of its audiovisual capabilities. Zak would like to table this since Rene had to drop. Dick suggested we should consider making the Post meetings virtual instead of in person. We are only getting 50 attendees, which is less than 5% of membership. We can do this virtual and charge \$5 and have up to 100 attendees.

11. Leadership & Mentoring:

Jun 29 Post Board Minutes - Final

- Don Gleason just finished reading Tim Elmore’s newest book titled “A New Kind of Diversity.” He explores the five generations in the workforce today – Builders, Boomers, Busters (Gen X), Millennials (Gen Y), and Coronials (Gen Z). His challenge to readers is how we as the older generations relate with the younger generations. He gives advice for each generation and ends with the idea of “Reverse Mentoring.” Reverse mentoring pairs younger employees with executive team members to mentor them on various topics of strategic and cultural relevance.
- The question Don has for our corporate and government organizations is how are you setting up a culture to open communication and foster reverse mentoring? Do your senior leaders foster younger generations to participate in discussions, provide ideas, and lead projects?
- Each company Don talked with at SBMRF, and JETC is thirsting for talent and people. And yes, we are short of STEM graduates. But at the same time, we are losing personnel from AEC companies, all companies really. Some of the reason is younger generations want to participate, make an impact, be involved TODAY. Yet Don has seen them told to sit back, listen, observe and be told “your time will come.”
- They want to participate today. One area is where they work – remote, hybrid or in-office. Yet they are being told to come back to the office without any real explanation. And without an explanation, they make up their own rationale. And many times, that is felling they are not trusted. Communication is so critical.
- Don is wondering whether our companies/organizations are fostering a culture of reverse mentoring, open communication, valuing the younger generations?

INFORMATIONAL UPDATE ONLY

12. College Outreach:

- At Jun 20 SAME COI meeting, leadership team reported that San Antonio has submitted their first Student Chapter Status Reports due Jun 1 and that the deadline for Distinguished Student Chapter submittals was mid-June. Except for just before the meeting, Dick had not seen any reminders sent out on these Student Chapter reports.
- Following up with the Post POCs, Dick learned the following:
 - TAMU Chapter submitted their report on Apr 25.
 - UT Chapter submitted their report on Jun 12.
 - UTSA Chapter is working to submit their report.
- SAME webinar on “College Outreach Webinar Establishing, Facilitating, and Mentoring Healthy Student Chapters” is scheduled for Jul 26 at 3 p.m. (ET).
- College Outreach COI is starting to plan a College Outreach/Student Chapter activity in conjunction with the Nov 1-3 SAME SBC.

Terry provided update above. Dick thinks there is a communication issue with how to get information out to the Posts because only the SAME marketing function must send out certain types of emails. As a result

reminders on deadlines such as the Student Chapter Status Report and Distinguished Student Chapter submittals don't get sent to all Post Leaders.

13. STEM Outreach:

- Post member Patrice Melancon addressed campers and their family members who came for the last day of the STEMKAMP (Science, Technology, Engineering and Mathematics Kids of Active-Duty Military) Family Day on Jun 9. Patrice gave a brief overview of the Tyndall rebuild, trying to give the kids examples that they could relate to in terms of the size, cost, and timeline of the rebuild. She also talked about different aspects of engineering, from planning to design to construction considerations. She also briefly mentioned some of the innovation ongoing at Tyndall. Not surprisingly, almost all of the few questions Patrice got were about the robot dogs. 204 Schertz/Cibolo/Universal City ISD students in grades 3-8 participated at the STEMKAMP.
- 3 students are scheduled to attend SAME Army Camp (Jun 11-17), Air Force Camp (Jul 17-22) and USAFA Camp (Jul 6-12). Janice and Joe Dombi are scheduled to serve on the USAFA Camp staff.

Zak said Patrice M. participated the STEMKAMP. She discussed the Tyndall rebuilt. Pictures and content were provided for the July newsletter.

Dick is going to check with Varsha to confirm if the student attended the Army Camp as Sam has not seen any reimbursement requests.

14. Membership:

- *Attachment 5* is our Post membership statistics as reported in SAME monthly membership reports.
- We have not been able to reconcile the SAME membership report numbers with the detailed rosters we have requested from SAME:
 - As of the Jun 16 rosters, we had 951 individual members, 36 additional student members and 108 company/organization members in active or grace period status.
 - The differences between the SAME reports and the rosters we receive appear to be duplicate records (individuals and companies with same membership number and data) on the rosters.

Ed said there is not a lot of movement on membership. He is going to send out some reminders to some folks. The rosters are still not available through the National website.

15. 2023 Streamer Narratives:

- We reviewed progress on the SAME Strategic Plan Post Tasks at the Apr Board meeting (see <https://classic.same.org/Portals/0/posts/satx/documents/bod/230427sabod.pdf>).
- Last week SAME opened the 2023 Streamer Portal for Posts to update accomplishments on the Post Tasks.
- Dick will be providing draft narratives to the Directors for review before uploading to the system.

Dick is working on the narratives for the Streamer Portal. He will be loading up the items we have completed and reviewed at the last meeting. He will send out the narratives for the directors to review.

16. Jul Newsletter – Inputs due Jul 3 to Dick for the Jun issue:

INFORMATION UPDATE ONLY

17. Any Other Issues/Updates:

- Members to bring up other issues.

John B asked when SAME SBC is going to open up registration and volunteers. Registration will be mid-July. Zak is going to reach out to Ana and asked about volunteer registration.

18. Next Board Meeting: **Thursday, Jul 27**, Laurel Heights United Methodist Church and Zoom.

//SIGNED//

Cassandra Price

Secretary, San Antonio Post

APPROVED AS WRITTEN

//SIGNED//

Zakary Payne

Post President, San Antonio Post

Attachments:

1. 2023 Post Budget as of Jul 24 (to Board Only)
2. Post Support Ideas for SAME SBC
3. 2023-24 LLAB Application, Marketing and Budget
4. 2023 Post Meeting Results
5. 2023 Post Membership Statistics

ATTACHMENT 2

50 - 50 raffle with winner to be announced at the end of the Nov 2 Networking Reception. To do this I believe we would have to get some free space from SAME in the exhibit or registration area for a table/booth to sell the raffle tickets. We could have representatives from the veteran or community groups we want to support with the earned funds participate at the table/booth to showcase their organization.

Do Bingo games during the Nov 1 and 2 networking lunches from 12 – 1:30 pm. Attendees purchase cards to generate funds and can win cash prizes or maybe extra drink tickets for the Networking Receptions on those two days.

Hosting an event that we are already “very practiced/good at”. The golf tournament is something that we are familiar with and that has worked well in the past as a fund raiser.

Bar-based trivia games where there’s a big screen with trivia questions and people form teams and you get points based on how quickly and correctly you answer questions. Would need to find a venue downtown that would host such an event - space, screens, and other equipment that would allow this type of event to be successful. We may be able to get sponsors to fund food, tables, etc.

Scavenger hunt – Could run from Oct 31 – noon Nov 2. Would need booth or table to sell and collect scavenger hunt cards (similar to the 50-50 raffle). Participants would check off what they’ve “found” and turn evidence into one of our Post judges. Can decide what we want to give as a prize (maybe VBRO gift certificate). Everyone that found all the “items” would be eligible to win and we’d draw and announce the winner at the Networking Social on Nov 2. Suggestions for what/where to hunt:

- Work with downtown bars and restaurants to see what participants would need to ask for or pick up (e.g., napkin) at the bar or we could just say they have to show their receipt to the Post judges. If we don’t want to promote specific bars, maybe we provide a list of downtown bars and say show evidence they visited a certain number of them.
- Downtown landmarks – Alamo, The Torch of Friendship sculpture, Tobin, Majestic, gargoyles on the Emily Morgan hotel, view from the top of the Hemisphere tower, murals and art along the river walk, Riverwalk barge, etc. There are a bunch of things we could tell them to look for that would take participants on a walking tour through downtown. The participant would take a photo of each location with their phone and then show the photos to the Post judges.

The scavenger hunt card could be a combination of bars and landmarks. We could ask for card sponsors and put the sponsor(s) name(s) on the card.

We could also open it up to members that don’t attend SBC. Pay through Eventbrite, get a link to an electronic card, submit evidence electronically.

ATTACHMENT 3



2023-2024 San Antonio Post Leadership Lab Candidate Application Form

Below is the SAME San Antonio Post Leadership Lab three-page application form. Please type or print in ink. Use only the space provided. Avoid attaching/submitting additional pages, resumes or other information. This application must be emailed to arrive no later than July 31, 2023 at samesaleadlab@gmail.com with the subject line as "2023-24 SAME Leadership Lab Application – Your Name." You can contact Leadership Lab Co-Directors Cathy J. Bond-Cassidy at 210-683-0392/ Sam Barnett 971-282-1757 or samesaleadlab@gmail.com, with any questions or alternative forms of delivery.

Section One: Personal Information, Education and Employment

Full Name: Last	First	Middle/Maiden	Preferred First Name	DOB	M/F
Position/Title	Company Name		Business Address	City	Zip
Work Telephone	Fax	Email Address			
Name of Current Supervisor/Title	Address		Telephone	Fax	Email
Home Address	City	Zip	Home Telephone		

Education, Part I: List schools, years attended, degrees obtained and fields of study (For those without a degree, please provide a brief statement for experience in lieu of education)

1. Graduate Degree/University:
2. Undergraduate Degree/University:
3. Non-Degreed Statement:

Education, Part II: List continuing education/training acquired during the last 12 months and any Current or Previous Experience leading people

Present Employment:

Describe your present position, length of service, scope of responsibility.

Section Two: Community Involvement

List civic, professional, religious and other organizations in which you are currently or have been recently involved. Indicate office, committee and/or leadership position held if appropriate. (Limit 2)

Section Three: Personal and/or Business Achievement

Describe personal and business accomplishments, awards, and/or honors as well as describe any appointments to any boards or commissions. (Limit 3)

How have these experiences influenced you as a leader?

List three of your most important accomplishments and why you consider them as such. (Limit 3)

Section Four: Goals

Describe your goals in the following categories:

Personal (Limit 3):

Business/Career/Leadership (Limit 3):

Describe both a leadership strength and a leadership weakness that you wish to enhance and/or improve during the Leadership Lab? What area within your current leadership capabilities would you most like to improve or obtain through the leadership lab?

Strength/Weakness:

Leadership Capability Improvement:

Section Five: Personal Statement

Provide a short personal statement on why you are applying for the SAME San Antonio Post Leadership Lab and what leadership means to you and how you intend to utilize the skills you learn.

ELIGIBILITY:

An applicant must be:

A SAME and San Antonio Post member in good standing and maintain his/her membership in good standing throughout the duration of the lab.

An independent agent, professional and/or consultant, in business or government, a minimum of two (2) years with established client base, or

A person who has, for a minimum of one (1) year, been in mid-management and has had responsibility for budgets, people management, and/or other business aspects of his/her group/department.

TUITION:

If selected for the Leadership Lab, the tuition is \$250. If you are not in the San Antonio area, please reach out to Cathy Bond-Cassidy at cbond@boldconcepts.com for pricing. Please indicate below who will pay tuition on your behalf.

Firm	Self
------	------

SUBMITTAL

Send the completed application to the following address:

ATTN: Cathy Bond-Cassidy, Course Co-Director
samesaleadlab@gmail.com

SELECTION PROCESS:

The Advisory Board, comprised of SAME Board Members and Young Members, will select the class. Qualified candidates will be notified of their acceptance.

SAME SAN ANTONIO POST LEADERSHIP LAB PROGRAM SCHEDULE:

Recruitment	June - August 2023
Selection	August 2023
Sessions	Sept 2023 – March 2024
Graduation	April 2024

APPLICANT COMMITMENT:

I understand that SAME San Antonio Post Leadership Lab is an integrated seven-month learning series. I acknowledge that, if chosen as a participant, the following commitments are required:

a. Attendance is essential at all scheduled sessions if I am to get the full benefit of the lab through interaction with fellow students, class mentors, and speakers. I understand that more than 20% absences may lead to my being dropped from the program without reimbursement.

b. I commit to my full attention and participation in the Leadership Lab throughout all sessions. This includes:

- Attend 12 ea 2-hour lab sessions twice a month starting in September 2023 thru March 2024 (except Nov and Dec).
- Set aside necessary preparation time for each lab session.

- Participate in three (3) Leadership Lab team building, service and/or social activities held after work hours or on weekends.
- Participate in at least one (1) additional San Antonio Post meeting, Board meeting and volunteer/scheduled event during the Leadership Lab
- Serve on a Committee to organize and plan Lab events. Committees include: Graduation, SBMRF, Social, SAME Participation, and Recorder.
- Allocate the time necessary to fulfill all graduation requirements.
- Avoid any interruptions in lab participation except under emergency or urgent circumstances.
- Refrain from telephone calls, e-mail, texting or other work during lab sessions.
- Be on time for each lab session as it is essential to the learning process and a courtesy to speakers and fellow participants.

c. I understand and agree that my participation in the Leadership Lab Program is a license granted by the SAME San Antonio Post. If, at any time, the Advisory Board, in its sole discretion, determines that my continued participation may be detrimental to the program, to my fellow participants, or to the program facilitators, this license may be revoked without notice.

Applicant’s Signature

Date

EMPLOYER COMMITMENT:

As the Applicant’s employer, we approve his/her application to SAME San Antonio Post Leadership Lab Program and will endorse and support his/her participation if chosen, and acknowledge the time, effort and commitment required of a participant. By signing this document, we acknowledge the foregoing conditions for participation in SAME San Antonio Post Leadership Lab Program.

Employer/Supervisor’s Printed Name Telephone No.

Employer/Supervisor’s Signature and Title

Date

After graduation, Leadership Lab participants are expected to maintain their SAME membership in good standing and also use the skills, knowledge and experience gained to be an “active participant” in SAME and/or Post leadership roles, events and volunteer activities to help The Society meet the goals and objectives of the SAME Strategic Plan.

▶ San Antonio Leadership Lab Strategic Marketing and Engagement Plan FY23/24

Sam Barnett & Cathy Bond-Cassidy ▶ SAME San Antonio Post ▶ 6/8/2023

- The Purpose of this document is to demonstrate a thoughtful approach to how the Leadership Lab will market and deliver stakeholder engagement to increase overall participation and impact across multiple geographic AOR's.
- Our Strategic Plan includes the following areas of engagement:
 - LinkedIn Engagement/Marketing
 - Social Media Marketing
 - Government Engagement
 - Industry Engagement
 - SAME Sister Post Outreach (where there is not an active leadership lab opportunity)
- The Objective of this plan is to bring in 15-20 active participants for the 2023 Cohort w/ a 60% industry/40% Government representation and multiple AOR's (ABQ Post for example)
- SA Post Leadership Lab has an opportunity to spread it's influence beyond San Antonio and share the tribal knowledge that has made our lab the most impactful in the country

1. LinkedIn Engagement/Marketing
 - a. Post Cohort short promotional videos – 15-30 second videos promoting those who have graduated from the lab and the impact that experience had on their involvement in SAME and their career
 - b. Weekly posting w/in LI networks and on SAME San Antonio Post page to raise awareness
 - c. Asking other participating SAME Post's to share to their page
 - d. Asking Government to share within their LI networks
 - e. Posting within other organizations (AGC, CMAA etc.)
2. Social Media Marketing
 - a. Facebook, Instagram LinkedIn, Facebook and Twitter account (Twitter account is rarely use)Engagement (TBD on approach)
3. Government Engagement
 - a. Outreach to USACE, NAVFAC, AF representatives to encourage them to volunteer (or in Cathy's words, "Voluntold") an up and coming officer to participate
 - b. Sharing some of the past experiences of former military representatives that have gone through the lab and the impact it made on them
4. Industry Engagement
 - a. Organizational outreach to specific companies involved in the SAME mission of bringing together people to solve the nations security and infrastructure requirements.
 - b. Advance engagement asking them to put forth an up and coming leader that would represent their organization and who they would like to see become more engaged in SAME
5. SAME Sister Post Engagement
 - a. Outreach to other SAME Posts (particularly ones w/o a current leadership lab)
 - b. Asking for representation from their post of an up and coming leader

Society of American Military Engineers, San Antonio Post

Leadership Lab

Proposed 2023 -2024 Budget

Funds Available					
				Provided in CY 2023 Budget	2,500.00
				Funds Currently Available ?	2,500.00
Students					
	Estimate	12 In Person Students @ \$250 per student			3000.00
	Estimate	4 Virtual Students @ \$150 per student			600.00
Estimated Total Student Payments					3,600.00
Leadership Lab Anticipated Expenses					
			Books		350.00
			audio book		50.00
			II DISC Assessments (\$50 per student with a 16 student estimate)		800.00
			Graduation Books		250.00
			Social #1		100.00
			Social #2		200.00
			Postage		80.00
			Team Building (Estimate \$65 ppn *12 psn (maybe less psn), \$250-300 at Newcombe Ranch)		600.00
			Speaker Gifts		160.00
			Food For Meetings (Backup if no company sponsor)		200.00
			Thinkific (Discounted rate if year paid in full and advance)		888.00
			Grad Gifts		150.00
			Graduation (Estimate 25 psn * \$65 ppn (Include spouses)		1,625.00
			Grad Speaker gift		25.00
					5478.00
Total Anticipated Income					6,100.00
Total Anticipated Expenses					5,478.00
					622.00

Society of American Military Engineers, San Antonio Post

5:44 PM

Date	Num	Name	Memo	Paid Amount
07 - Leadership Lab Income				
Student Payments Account Transfer				
08/20/2022	3084	Account Transfer C		2,500.00
12/31/2022	3161	Account Transfer C	To E&M - 2021 Leader...	-2,375.06
Total Account Transfer				124.94
Student Payments - Other				
08/14/2022	3074	Cathy Bond		250.00
08/14/2022	3075	Kelly Riley		250.00
08/15/2022	3076	Shawn Thompson		250.00
08/15/2022	3077	Andrew Silvas		250.00
08/16/2022	3078	Jeff Womack		150.00
08/17/2022	3087	rolando Cardona		250.00
08/17/2022	3089	Jacinda Mainord		250.00
08/22/2022	3086	Brant Burnett		250.00
08/23/2022	3085	Sam Barnett		250.00
08/23/2022	3088	Jon Deines		150.00
08/25/2022	3090	Christopher Krenek		250.00
Total Student Payments - Other				2,550.00
Total Student Payments				2,674.94
Total 07 - Leadership Lab Income				2,674.94
08 - Leadership Lab Expense				
Ldr Lab Expense				
08/16/2022	3631	Don Gleason	Books	-191.44
08/16/2022	3632	Jeff Womack	audio book	-24.19
09/09/2022	3634	Don Gleason	II DISC Assessments	-550.00
10/08/2022	3638	Don Gleason	Books	-230.48
10/15/2022	3639	Brant Burnett	Social Reimbursement	-108.16
10/15/2022	3640	Don Gleason	Social Reimbursement	-98.40
10/30/2022	3643	Don Gleason	Postage and Microphone	-77.38
03/01/2023	3667	Don Gleason	Team Building Reimb	-140.00
03/14/2023	3671	Don Gleason	Books as gifts	-161.92
03/15/2023	3673	Sam Barnett	Mtg expense	-164.13
03/29/2023	3676	Joshua Graham	YP/LLAB Trivial Social	-222.87
04/05/2023	3678	Don Gleason	Grad Items	-38.18
04/06/2023	3679	Jeff Womack	Graduation	-1,098.58
04/20/2023	3681	Don Gleason	Grad Speaker gift	-23.84
Total Ldr Lab Expense				-3,129.57
Pay Pal Fees				
08/14/2022	3074	Cathy Bond		-5.47
08/14/2022	3075	Kelly Riley		-5.47
08/15/2022	3076	Shawn Thompson		-5.47
08/15/2022	3077	Andrew Silvas		-5.47
08/16/2022	3078	Jeff Womack		-3.48
08/17/2022	3087	rolando Cardona		-5.47
08/17/2022	3089	Jacinda Mainord		-5.47
08/22/2022	3086	Brant Burnett		-5.47
08/23/2022	3085	Sam Barnett		-5.47
08/23/2022	3088	Jon Deines		-3.48
08/25/2022	3090	Christopher Krenek		-5.47
Total Pay Pal Fees				-56.19
Total 08 - Leadership Lab Expense				-3,185.76
Total Service				-510.82
TOTAL				-510.82

	CY2022	Funds Available:	Expenses	Notes
		Provided in CY2022 Budget	2,500	
		Funds Currently Available (20 Jan 2021)	2,500	
		Class 2021-2022 Expenses (in CY2022):		
		2020-21 Graduation Celebration	1,625	Estimate 25 psn * \$65 ppn (Include spouses)
		2020-21 Post Activity	475	Brewery and Trivia Night, March 2021, Team with Young Members
		2020-21 Social #2	200	Estimate
		Food for meetings	200	Two meetings, \$200 per meeting, Backup if Companies don't cover
		Funds Remaning after Class 2021-2022	0	
		Class 2022-2023 Income		
		Student Fees	2,200	Estimate 11 students at \$200
		Funds available for Class 2022-2023	2,200	
		Class 2022-2023 Expenses (Fall CY2022):		
		Books for students, 360 Leader and Crucial Conversations	350	Based upon 11 students in 2020-2021 class
		DISC	600	\$50 per * 12 Students/directors
		2020-21 Community Service project and donation	100	Donation to VetStrong on 12/12, already reimbursed, not in 2021 summary
		2020-21 Team Building	500	Estimate \$65 ppn *12 psn (maybe less psn), \$250-300 at Newcombe Ranch
		2020-21 Social #1	99	Complete in 2020, already reimbursed, not in 2021 summary
		Food for meetings	200	Two meetings, \$200 per meeting, Backup if Companies don't cover
		Funds to be pulled by SAME SA Board on 31 Dec 2021	351	To be swept up by SAME SA Board
				116:L26

ATTACHMENT 4

2023 Post Meeting Results

Mtg	RSVP	Attd	YM-Enl Attd	Walk ins	Non Mbr	No Show /IOU	No Show Paid	Unpaid	Owed	Act Net	Other \$ Trf	Rev Net	Reg Cost	Act Meal /Person	Pay Advance Fees/Person	Tot Cost	PDHs
19-Jan	73	67	8	1	6	2	2			\$98.00	\$0.00	\$98.00	\$32	\$27.59	\$3.90	\$31.49	35
16-Feb	53	50	5	1	8	1	0	McComas	\$0.00	(\$117.88)	\$96.00	(\$21.88)	\$32	\$27.59	\$3.90	\$31.49	27
20-Apr	55	49	6	0	6					\$6.42	\$0.00	\$6.42	\$32	\$27.59	\$3.90	\$31.49	34
15-Jun	50	49	1	2	5	2	1	Wilburn	\$64.00	\$60.17		\$60.17	\$32	\$27.59	\$3.90	\$31.49	31
Total		215	20	4	25	5	3		\$64	\$46.71	\$96	\$142.71					127
Average		54	5	1	6	2								\$27.59			32

ATTACHMENT 5

2023 San Antonio Post Membership (Goal: Pending)

