



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

Aug 16, 2023

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, July 27, 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 Jun 29 Post Board meeting minutes published at <https://classic.same.org/Portals/0/posts/satx/documents/bod/230629sabod.pdf>.

There were no other revisions to the published Jun 29 meeting minutes.

2. Finances/Budget:

- *Attachment 1* is the 2023 Budget update as of Jul 22.
- Vanguard Organization Resolution Form – Sam is trying to setup electronic access to our Vanguard S&P 500 account and ran into some issues. Vanguard has changed their forms for authorizing access to the accounts so we will have to update our authorization. Sam is proposing that the Board authorize the following people be listed as authorized signatories for the account.
 - Sam Hutchins
 - Dick Kochanek
- The Board also needs to approve Zack Payne to sign the form authorizing the signatories and agreeing to indemnify and holding Vanguard etc. harmless for acting on the signatories' direction.

Zak Payne motioned and Bonnie Hopke second the motion. The board approved Sam Hutchins and Dick Kochanek as authorized signatories for the Vanguard S&P 500 account. The board approved giving the BOD President authorization to sign the Release and Hold Harmless form indemnifying and holding Vanguard harmless for acting on the signatories' direction.

Zak Payne asked why we are not showing any income on the budget from the SB or the Golf Tournament. Sam Hutchins said for Small Business and Golf Tournament, he had not moved it up into E&M Income. Small Business income is \$70,659.64 and golf tournament income is \$5,550.57.

3. Post 2023 SAME SBC Support:

- Following the Jun Board meeting, a Board survey was conducted on the ideas for Post event injunction with the Nov 1-3 SAME SBC here in San Antonio. *Attachment 2* shows the results of the survey.
- Bonnie Hopke to lead discussion on how to proceed with the Post event.
- Also at the Jun meeting, the Board discussed the possibility of sponsoring an individual or SB company member to the SBC event. The following are the SB companies as of Jul 24 whose membership data reflects a 2023 join date:
 - **AR6 Construction & Engineering / LLC** (New Braunfels TX) – Join Apr 2023; Term Apr 2024; 6 employees; women owned.
 - **Gridmatic (Cupertino CA)** – Join May 2023; Term May 2024, 32 employees.
 - **Torres-Moore LLC (San Antonio TX)** – Join May 2023; Term May 2024; 2 employees.
 - **Tru-Matrix Contracting Services, LLC** (San Antonio TX) – Join & Term Date - Jun 2023 (in Grace Period); 3 employees.

- Cost of 2023 SBC registration:
 - 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/\$830 up to Aug 15; \$830 - \$1030 afterwards.
 - Uniformed/Civilian Government member registration is \$125.
 - One-day registration ranges from \$207 - \$457.
- Volunteer Signup is Open:
 - Sign up form - <https://www.signupgenius.com/go/10C0D4BAEA62BA6FCC34-20234>
 - Volunteer General Info - <https://www.samesbc.org/2023/volunteers.cfm>
 - Volunteer Duty Description - https://www.samesbc.org/2023/volunteer_opportunities.cfm
 - 8 hours of volunteer time earns free SBC registration.

Bonnie Hopke went over survey results for a POST event at SBC. Ranked results: 50/50 raffle, scavenger hunt, golf tournament, bingo and then trivia. Sam Hutchins checked into the state gambling rules and we are not able to do a 50/50 raffle where we give cash. Zak Payne suggested a Happy Hour where we take donations to attend at the door for our scholarship fund and then do a door prize in terms of gift cards. Dick Kochanek said due to the SBC schedule that may be hard to do. Bonnie Hopke said if we do scavenger hunt, we could 1. sell the cards in advance (event brite); 2. have National put the event on the schedule; 3. When people come in, they could pick up their card and then turn it in on Thursday and we can announce on Friday. This would allow people all week to do the scavenger hunt. We could make the theme – visiting places in San Antonio. Dick Kochanek suggested asking if we could sell the cards at the National SAME booth. Bonnie Hopke stated she would like to do some type of advertisement on this. Zak Payne really likes this idea – we can explore the logistics. Cathy Bond thought this was brilliant. Dick Kochanek motioned that we go with the scavenger hunt. Scott Mikos second the motion. Board approved going forward with a scavenger hunt. Bonnie Hopke is taking lead.

Zak Payne asked for thoughts on reaching out to one of the small businesses to sponsor the SBC registration. Bonnie Hopke thinks it is a good idea, however, the local ones are very small and may not have the budget to send someone to SBC. Glen Turney stated if we were to select one that was like a seven-person company, it would be really hard for them to send someone to SBC. So, if we had a small business, we could give the small business exposure by letting them give a three-minute infomercial at one of the post meetings, this would show value-add to the post. Zak Payne liked this idea and asked where this would come out of the budget. Dick Kochanek said it would come out of the budget for sending people to National events. We have used less than \$1,000 of the \$3,000 budget. Zak Payne asked if we sponsor one or two. Dick Kochanek recommended we give it a try with one this year. Dick Kochanek recommended we sponsor Tru-Matrix Contracting Services, LLC if they get their membership straight as the point of contact for their company is a former enlisted member. If not, then we could sponsor one of the other two local companies. Zak Payne agreed and said press forward.

Dick Kochanek said he does not know how many people have volunteered for the SBC – we have at least 5 board members that have volunteered. Zak Payne said that he reshared this information with the field chapter down in Corpus Christi.

4. Military Enlisted Liaison Board Position:

- Get an update if there was any interest from Post enlisted members on joining the Board.

No Updates at this time

5. SAME Environmental COI Proposal:

- Rene Cortez to provide update on discussion with Rick Wice from the SAME Environmental Community of Interest (ECOI) about their new program of reaching out SAME Posts with a significant membership engaged in environmental work or with a major DOD presence.

Glen Turney provided update for Rene Cortez. Zak Payne, Rene Cortez, and Glen Turney had a brainstorming call with Rick Wice on how to get the word out on SAME ECOI and the value it provides. Rick Wice is looking at our post and ascertain the best venue of getting the word out. We told him we would give him some space in an upcoming newsletter to make sure our post members know about this community of interest is out there. Zak Payne mentioned COI were going to a “Webinar Wednesday” construct and that we could provide details in the newsletter.

6. 2023-24 Leadership Lab:

- Program Updates:
 - Thinkific purchased; began building online platform.
 - Created a separate application requiring SA post add on and the same attendance and post interactions.
 - Met with Don Gleason for overview of online platform.
 - Met with Colleen Rust of Albuquerque Post for overview of Thinkific.
 - Met with Charlie Hart and Yvonne Rivera for Thinkific overview: request to join near end of our program to brief next cohort on regional lead lab.
 - Additional speakers set with dates:
 - Past Post President’s panel set for 2/26/24 and looking for panel (need 3 to 4).
 - Set 4 Mar 24 for a panel briefing for our committees and possibly COIs and Regional LL to present what they are and how to get involved. If you would like to be a part of, please reach out.
 - Need sustaining members to host leadership lab. HDR, HFS already have agreed to host.
 - 6 people currently committed to submitting applications with another 3 pending.
- Leadership Lab application advertised in Jun newsletter, weekly Post member emails, LinkedIn, and Facebook sites and on Post website.
- Deadline on posted application is Jul 31. Get update on application status.

Cathy Bond stated that everything is going fantastic. Thinkific was purchased and they are beginning to build the online platform. She said they created a separate leadership lab application for SAME non-post members. It would require them to join the post.

Cathy Bond met with Colleen Rust from Albuquerque post, and she has committed to send four people virtually to the leadership lab. We have commitments for five local people. Cathy Bond is looking for sustaining members to host the leadership lab. Application date for leadership lab is being extended to August 15th. Zak Payne asked how many applications we have received. Cathy Bond said none, but we have 6 commitments so far. Sam Barnett has 3 more commitments and two more waiting on company approval. Cathy Bond feels we will hit our goal of 16 attendees. Zak Payne said he has a name to nominate.

Scott Mikos suggested that unless we have a deficit of applicants, we should put priority on the field chapter applicants over applicants from other posts.

7. Post Meetings:

- Summary of 2023 Post meeting results is at *Attachment 3*.
- As of Jul 24, we have 6 RSVPs for the Aug 17 meeting.
- Based on meeting attendance, members travel/work schedules and the cost of /time involved with Post meetings, Dick is proposing the Board consider whether in the current environment in-person Post meetings are worth having. Maybe we should consider switching back to virtual Post meetings.

John Baker has been in contact with the Deputy City Manager to lock down names for the presentation. Dick Kochanek said we also have two of the campers lined up to give a presentation during the business section on their experience at the camps. Dick Kochanek has to write a letter excusing the campers from school.

Currently we are about breaking even on post meetings. Zak Payne opened discussion on Dick's proposal to switching back to virtual post meetings. Scott Mikos suggested looking for another venue based on the location and the cost. Sam Hutchins heard that the networking is dead on the virtual and that the networking occurs after the post meeting. Don Gleason said he would hate to see us lose that networking opportunity and connection with mentors. Glen Turney stated that we are not doing this to make money. If we are breaking even or anywhere close to it, we are getting value out of in person meetings. Zak Payne asked if we are having issues with getting speakers lined up to attend in person. John Baker stated no - sometimes it is a challenge to get a hold of someone to commit. Bonnie Hopke said that everyone is so busy, and it is difficult to take the time to come out in person. She agreed that as long as we are breaking even, in person adds value. Scott Mikos mentioned that the Atlanta post, due to the traffic and congestion, would hold mixers on Friday after work to bring people together and network. Dick Kochanek stated that historically, the young professional event is not attracting large numbers either. Bonnie Hopke doesn't think you will get people out to do the mixers. John Baker suggested if midday is difficult for people to get to, we could try breakfast meetings. Dick Kochanek said that would only save \$1 per person and historically this hasn't worked in the past to increase attendance. Don Gleason said this has always been an issue. Consensus from board is to continue as is for now.

8. College Outreach:

- 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.

John German did not have anything specific to bring up. Because it is summer there is limited activity, but they will be gearing up in September after school is back in session. Dick Kochanek said the SAME webinar was led by the secretary of the NYC post. Discussion was about what is happening in the student chapter. Their big event is the West Point Engineer dinner where members from the NYC post and about 100 – 150 cadets interested in engineering get together once a year. It is funded by sponsorships. The NYC post has the biggest scholarship program, issuing about 200 scholarships a year. NYC does not accept applications or do the evaluations. All of their scholarships are endowed scholarships.

Dick Kochanek said the COI is planning some college outreach activity during the SBC.

9. 2024 E&M Fund Golf:

- The contract for our 2024 Golf Tournament at Canyon Springs GC was reviewed and approved by SAME, and Mike Beach signed it last week. The deposit check was also received by the course last week.
 - Event - Monday 4 March 2024.
 - Registration starts at 6:00 AM w/breakfast taco buffet.
 - Shotgun start at 8:00 AM.
 - Lunch buffet starting at 12:30-ish when play is wrapping up.
 - Closing ceremony wrap up at 2:30-3:00 PM depending on the speed of play.

INFORMATION UPDATE ONLY

10. SMVET Support:

- On Jul 23, Dean Hartman, Don Gleason, and Dave & Jennifer Norton supported the BBQ cookout for 3 K-9 for Warriors' program service members with their service dogs.

Don Gleason said he, Dean Hartman, Dave, and Jennifer Norton served the three individuals from the K-9 for Warriors' program. K-9 for Warriors issues a dog to veterans suffering from PTSD. The dogs go through an 8-month training program before being matched with a warrior. Several of the warriors have stated they have been able to get out of their house since receiving their K9 companion. Dean Hartman is working on the process of getting the donation to the program.

11. AOF Nomination:

- Draft final nomination for Past Post President David Pratt was sent to the Regional Fellows POC (RFPOC) on Jul 24 and passed the RFPOC review step. Dave' name will be included as a nominee on the RFPOC's list for the Texas Region, which is due to SAME on Aug 4.
- The comments from the RFPOC will be incorporated in the narrative and we will draft up endorsement letters for the Post President and RVP for the final upload of the nomination package to SAME, which is due Oct 3.

INFORMATION UPDATE ONLY

12. Leadership & Mentoring:

- Does life happen to you or for you?
- Don Gleason hears amongst younger generations that “adulting is hard.” And there certainly are challenges along the way. But do we ask for situations to be easier or for ourselves to be better. John C. Maxwell touts “personal growth is the only guarantee that tomorrow will be better than today.” Mentoring is one of those critical areas where almost every successful person and company had multiple mentors to speed their growth by brainstorming ideas and avoiding mistakes.
- Our younger generations in the workforce today thirst for opportunities to develop. As Lauren Hoebee says in her TedX talk, https://youtu.be/4kIHR-tkf_g, don’t miss the opportunity to develop, grow and retain those you spent many hours and dollars to hire. It’s not about compensation or recognition, as it is about impact and being a part of something significant.
- How are you mentoring your team members?

INFORMATION ONLY

13. Field Chapters:

- Ensign Matt Owens, who was the lead for getting the Coastal Bend Field Chapter started, has a temporary assignment for 4 months to Jacksonville FL. Veronica Longoria from the AGCM office in Corpus Christi will be filling in for Matt during his absence.
- We are still awaiting final approval on the Coastal Bend Field Chapter from SAME.

Zak Payne said we are still waiting final approval on the Coastal Bend Field Chapter. Dick Kochanek says it has been almost a year, but it is still being worked.

This week Zak Payne went to Del Rio and met with their post. Discussion was really focused on ideas to get more involvement. They talked about having post meetings online and brainstormed volunteer opportunities as well as local community involvement. Zak Payne invited them to participate in our BOD.

14. Membership:

- *Attachment 4* 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 get from SAME.
 - As of the Jul 17 rosters received from SAME, we had 941 individual members, 36 additional student members and 107 company/organization members in active or grace period status.

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- SAME has now provided Posts the capability to download membership rosters at any time by Post Presidents and Membership POCs. There are 6 rosters available showing individual and organization members in active, grace period and lapsed status. There are several shortfalls in the data available in the reports.

Dick Kochanek informed that membership rosters can now be downloaded. Dick Kochanek mentioned that the membership numbers SAME is posting are inflated – there are several members that are listed twice. For example, if a member renews before their membership expires, it will have the member’s name listed twice. Dick Kochanek is working with SAME to address the duplicates to get a more accurate membership number.

15. Aug Newsletter – Inputs due Jul 31 to Dick for the Aug issue:

INFORMATION UPDATE ONLY

16. Any Other Issues/Updates:

- Members to bring up other issues.

Dick Kochanek said that Diane Glass is just about ready to open up the college scholarships. The online application on the SAME website is ready and she polished up the letters. She is targeting a Aug. 14th as the start date, finishing up sometime in October.

17. Next Board Meeting: **Thursday, Aug 31**, 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 Post Meeting Results
4. 2023 Post Membership Statistics

ATTACHMENT 2

Board Survey on Post Event in Conjunction with 2023 SAME SBC

Participation: - 27 of the 32 Board members participated in ranking the event ideas

Results (Highest to Lowest):

1. 50-50 Raffle – 88 points
2. Scavenger Hunt – 86 points
3. Golf Tournament – 79 points
4. Bingo – 78 points
5. Bar-based Trivia Game – 74 points

Other suggestions/comments received:

- For Raffle, we may need to check State laws about legality.
- For Scavenger Hunt, maybe also tie it into restaurants, making it historic (example - Esquire Tavern with the longest wooden bar in TX) or supportive of veteran-owned places (example - Rebelle at St. Anthony's run by Chef Steven Bowers who was Navy search & rescue swimmer PLUS sources from local farmers, some of whom are vets, too).
- For Golf, we may not draw enough sponsors for the event.
- For Golf, maybe do Top Golf instead with long ball, closest to the pin, team play and other games because it is far less investment in terms of time and more attractive to the YPs.
- For Bingo, maybe we can do Mexican Bingo as a southwest twist
- For Trivia game, look at having multiple companies sponsor to increase revenue.
- NEW IDEA - Maybe we could have a riverboat cruise fundraiser if the riverboat companies would play. We bring the business, they set aside boats & times so no big waiting line. We would identify the capacity expected, let folks pre-register via portal. We would get a cut of the profit. Could tailor cruise theme to SAME (and of course, load each boat with a keg or mini-bar).
- NEW IDEA - Maybe take people outside the downtown center (bike ride or walk) to explore the Pearl area and South town or the missions.

Attachment

Idea Descriptions

Ideas for Post Support Event at 2023 SAME SBC

1. Raffle: 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.

2. Bingo: 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.

3. Golf: 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.

4. Trivia: 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.

5. Scavenger Hunt: Event 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 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 4

2023 San Antonio Post Membership (Goal: Pending)

