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San Antonio, TX 78258-7500

Oct 16, 2023

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, September 28, 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	Ms. 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 Aug 31 Post Board meeting minutes published at <https://classic.same.org/Portals/0/posts/satx/documents/bod/230831sabod.pdf>?

There were no other revisions to the published Aug 31 meeting minutes.

2. Finances/Budget:

- *Attachment 1* is the 2023 Budget update as of Sep 23.
- Sam was able to connect to our Vanguard account electronically; Dick is also able to access the account on-line.
- Our desktop version of QuickBooks will lose connectivity with our bank in May 2024 because Intuit is moving away from the desktop versions to on-line subscription versions. The QuickBooks advisor is recommending the more expensive versions quoting prices of \$1,000 for the 1st year and \$2,000 for the 2nd year. We can currently get a subscription from TechSoup (which provides highly discounted software to non-profit organizations) for the Plus version at \$75/year and the Advance version at \$160/ year. TechSoup provided Sam a demo version of the Advance version to test. Sam will provide a recommendation as to the software at the next Board meeting.

Sam H. is looking into replacing QuickBooks. He stated TechSoup is much cheaper than QuickBooks. Additionally, if we go with TechSoup, we could get from Workplace from Meta for free (collaboration platform). Sam H. asked if anyone is familiar with using Workplace from Meta to let him know. More to follow.

3. Post SAME SBC Support:

- Cade Deines helped with making contact with one of our newest SB company members, **AR6 Construction & Engineering** (New Braunfels TX). As a result, we were able to sponsor Candace Anness, a Post individual member and the company's CEO, to the upcoming SBC at a cost of \$700 for the Candace's registration.
- Bonnie Hopke has the following ideas for the Post sponsored Scavenger Hunt at the SBC:
 - Locations for participants to visit and take a selfie that shows they visited:
 - Friendship sculpture
 - Ticket office at Majestic
 - With a tour barge in the background
 - Something at the Tobin
 - Alamo
 - La Villita tower
 - A mural on the Riverwalk
 - Menger Hotel Bar
 - Esquire Tavern
 - Zak Payne also had some ideas such as a SA Mission, River taxi, Hotel Emma, Tower of Americas, Beethoven's Maennerchor (beer garden) in south town.
 - Ideas for cost to participate - \$10 or \$20.

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- Winner to received award at SBC evening event (exhibit hall receptions scheduled Nov 1 and 2)
- Prize Suggestion – VRBO (travel website) gift card.
- Volunteers needed to take money, check selfie photos and enter the person into the drawing.
- Bonnie is looking for ideas on how we provide list of locations and instructions to participants.
- Bonnie can build a web site get people to pre-register and post the hunt locations. We would also have hard copies at the booth.
- We can also have a sign made up about the event.
- College Student Activity:
 - The College Outreach Community of Interest (COCOI) has scheduled a Student Chapter Forum from 1 – 8pm on Oct 31st with a dinner starting at 6 pm.
 - COCOI team also wants to encourage YPs and student chapter mentors to attend.
 - SAME indicates there is money available to cover travel and one-night of lodging for students and student chapter mentors that are able to attend the SBC. Student registration for the SBC is already FREE.
 - Terry Watkins is on the planning working group for the event.
- 1. **Zak P. said they reached out to AR6 Construction & Engineering, and they have accepted our offer to support them at the SBC.**
- 2. **Bonnie H. went over the plans for the Scavenger Hunt. We still do not have a booth – Zak P. is going follow up with Ann on a booth. Board agreed to \$20 a person to play. Board also agreed to limit scavenger hunt to 10 locations. Must get all 10 locations to qualify for the winning prize. Drawing for the winner will happen on the second to last night (Thursday) at the social. Must be present to win. Zak P. asked how we are tracking completion. Bonnie H. says we need volunteers to sell as well as to check the selfies of qualified participants. Zak P. asked if it would be easier to have a phone number for participants to text all the pictures to when they are completed. Zak P. also recommended a QR Code to a DropBox. Zak is taking the action to look into this.**
- 3. **John B. said recommends that we choose some military theme sites such as Menger Hotel Bar or Gunter Hotel. Also, the Woolworth Bldg. across from the Alamo will be preserved with the new Alamo museum.**
- 4. **Diane G. mentioned that sometimes people miss the long numbers from the tickets handed out. She recommended that we have people write their name and number on the back of the ticket so we can call out person versus the long number.**
- 5. **Dick K. said that College Outreach Community of Interest (COCOI) has an event on 31st from 1 – 5 pm and then a dinner at 6 pm. They have money to do reimbursement of travel, but they haven't sent out the procedures yet. Terry W. is on the working committee for that.**

4. Post Elections:

- The candidate-call for this year's elections opened on Aug 15 at <https://2023electionsamesatx.eventbrite.com>. 5 elected positions are available, and 4 candidates have registered:
 - 2024 Vice President/2025 President-elect – John Baker (current Dir IGE)

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- 2024 Secretary - Cassandra Price (incumbent)
 - 2024 Treasurer – Sam Hutchins (incumbent)
 - 2024-25 IGE Director
 - 2024-25 L&M Director - Col James Kisiel, USAR, from Halff Associates
- Candidate call scheduled to close Sep 30. Do we want to extend call until Oct 13?
 - Dick is recommending that if we get only one (1) candidate for each position, the Board should just declare the candidates as elected. Based on historical data on write-in candidates, Dick feels there is no sense in going through the actual voting process.
 - From 2015 -2022 total votes received range from a 90-140 (basically 10% or less of our members)
 - During those years we had just 3 write-in votes for VP, 1 for Resilience Director and 1 for Secretary with either the write-in name not listed, or the persons identified not interested in the position.

Dick K. stated that we have four (4) candidates, and that it closes on Saturday, September 30th. Zak P. proposed to extend it to Oct. 13th. Board agreed. Bonnie recommended if we get only one candidate, we should just declare them in. Sam H. asked if we were required to have a vote, even if there is only one candidate. Dick K. said that by laws state we need to have an election. Zak P. stated he will take action to create a survey monkey to allow for voting in accordance with the bylaws.

5. STEM: (Harold spoke)

- Volunteer opportunities available:
 - Oct 29 - SA BEST Robot Competition –greatest need is in-person judges for Oct 28 team marketing presentations and special awards on Oct 29 competition day.
 - 2023-24 FACILITHON Support (Various Dates) –next available virtual judging Nov 15, 6 pm.
 - Mar 13-14, 2024, eCYBERMISSION virtual team (6-8 graders) essay judging
 - Sign up at <https://2023samesatxvolunteer.eventbrite.com>
- The Society of Design Administration “Design Treasures” event (mini-STEM Camp for 4th-5th graders) will likely be postponed to 2024 leaving only the John Jay SEA Academic Research Symposium as the only regularly planned 2023 STEM event remaining after the SA BEST Robot Competition.
 - We can continue to award our \$1,000 high school college scholarship to a senior in the engineering related category (typically engineering mechanics) at the event.
 - Another option might be to award the scholarship to a senior of the highest finishing high school team (25 of the 28 teams competing are from high schools) in the actual competition or BEST Award parts of the SA BEST event selected by the team coach or team members.

Harold E. went over the volunteer opportunities listed above. He is working with Scott M. to organize some other events in 2024 – partnering up with Junior Achievements (JA). More to follow.

Dick K asked if we wanted to do something different on the high school scholarship? Currently we award one of the senior students in the engineer mechanics category of the John Jay Science and Engineering Academy Fair in December. Another option is that we could give a scholarship to one of the seniors on the winning team at the SA Best Robot Competition – since there is a larger pool of schools. Harold E. thought that was a good idea – recommended they look at the budget and get together to discuss.

6. College Outreach: (John German)

- SAME Texas A & M University (TAMU) Student Chapter met on Sep 19:
 - The meeting was set up by Coy Garner (Chapter President), Justin LaPorte (Houston Post Chapter Mentor), and Trey Morgan (TAMU Faculty member).
 - 12 students attended to learn about SAME, its Posts and Chapters, and how to benefit from their own involvement with the TAMU Chapter.
 - Speaker Buddy Barnes, Past SAME national President and the past President of the Houston-Galveston Post, shared his many years of SAME experience and answered many questions that had been asked by the students in an earlier survey.
 - Dr. John Walewski, Chapter Faculty Advisor, Darren Willer, Houston Post member, and John German, SA Post Chapter Mentor, were also present.
 - The Post and Texas Region’s Scholarship Programs were discussed.
 - The next Chapter meeting will be held on Oct 17. Dr. Tim Green, TAMU Adjunct Professor of Practice and a retired General Officer will be the speaker.
- Post Scholarship Program closed on Sep 21. Committee is evaluating applications and is scheduled to be completed with them by Oct 8.

1. **John G. provided an update. Since COVID-19, the TAMU Student Chapter has been struggling. We finally had great turnout student chapter meeting – 12 students showed up. John G. went over the highlights listed above from that meeting. Pat Sermon suggested to John G. we have a booth at one of the student orientations for new students. This would be a great way to reach out to new students.**
2. **John G is looking for a speaker from our post for the Nov. 14th TAMU meeting at 6:30. John B. said that he would be interested in being the speaker as he is an A&M grad.**
3. **Diane G. gave an update on the scholarship program. The evaluations are due by the Oct. 8. The scholarship committee meeting is on Oct. 17th and will have a proposal to the board a few days after that to open up an e-vote. The committee should have everything ready and start giving notifications and presentations by the end of Oct. – beginning of November.**

7. Post Meetings: (John Baker working – Guadalupe River Authority)

- Next and last 2023 Post meeting scheduled for Oct 18:
 - Like to get speaker info for Oct newsletter cover story.
 - Need to brief Annual Financial Report

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- Probably need something on Holiday Celebration
- Need to discuss 2024 meeting schedule (frequency, day of week) so we can start working with current location if we want to continue to use or pursue new venue. (John and Zak gave notice)
- 1. **Next post meeting is October 19th. John B said he is hoping to have the Guadalupe Blanco River Authority to give a presentation on the dam restoration project for Lake McQueeney. Once he gets it locked in, he will give it to Dick K.**
- 2. **Since it is our last post meeting, need to do include a briefing on our annual financial expenditures. Dick K. will work with Sam H. on this. Also, we need to have something on the holiday celebration.**
- 3. **Dick K. asked what we would like to do for 2024 meetings, e.g., same frequency? Same date? Same location? Zak P. said he prefers to keep the day and frequency the same as well as the location. John B. likes the location, and the day tends to work for most people. Only conflict is with the Texas Waterworks Association. They have their chapter meeting at the same time on Thursday. Dick K. asked if everyone agreed to every other month post meetings. Rene concurred – to include accounting for SBC and JETC months.**
- 4. **In 2024 we will be hosting the joint CMA Post Professional Ethics in September.**

8. Holiday Celebration:

- Embassy Suites Landmark, Friday Dec 8, different entertainment, slightly different menu, same pricing:
 - \$65/member; \$55/YP Member; \$75 non-member
 - Table for 10 - \$700
- Hilda Quinones looking for ideas for fun things to do or for door prices.

Zak P. said we have the location and date locked in. Sarah F. will follow up with Hilda on getting something over to Dick K. for the newsletter.

9. Leadership & Mentoring:

- Texas Leadership Development Program – TX LDP, Application Period is Open
 - Period: 12 Months, Jan - Dec 2024
 - Size: 12 +/- students, all virtual (3 students from Dallas, Ft Worth, Houston and San Antonio)
 - Curriculum: Three books, personal assessment, multiple speakers
 - Opportunity: for those who are growing into leadership opportunities, and unable to attend Leadership Lab or SAME LDP, attending one does not exclude you from this one
 - Cost: ZERO
- Mentoring – opportunity to grow with those who have grown before you.
 - Have numerous San Antonio Post fellows and list of other experts available.

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- Application to be a mentor or be a mentee are on the SAME SA Website
- Currently support Scholarship Winners, SA Leadership Lab and applicants
- Just need to know what area they are interested in growing in
 - Professional, Financial, Spiritual, Physical, Relationships
 - Business Development, Technical areas, Life-Work Balance, Manage Stress, etc.
- Question: why go it alone when there are so many willing to help?

1. **Sam B. provided an update on the LLAB.**

- a. **LLAB has secured locations from different local companies for all the labs through March. First meeting was 9/11, hosted by Zak's company, Design Matrix. The guest speaker was Texas Region RVP Eric Wilbur. Second lab was hosted by Cherokee Federal, and the guest speaker was Maj. Michael Gund from AFCEC.**
- b. **LLAB team building event (rope course) is next Friday, October 6. 7 of the 12 students have completed their DISC assessment. Don Gleason will be the speaker at the next lab, Monday, Oct 2nd. He will go over the DISC results and what that means for leadership and cohesive teams.**
- c. **One of the LLAB students is interested in the Post Mentor/Protégé Program. On March 4 the LLAB will have a SA Post COI-wide Leadership Lab Overview where folks will have introduction to all of the COIs that are offered by the post, as well as ways to get more involved after they graduate from LLAB.**
- d. **Multiple students are interested in team leadership and committee chairs. Sam B and Cathy B are encouraging the LLAB students to attend Post luncheons and SBC.**

2. **Sam B. and Cathy B. would like for the board members to get involved in the Thinkific platform to engage with the students. If anyone has interest in doing that, please reach out to Cathy B and she will get you set up. John B. recommended that Sam send the board members the procedure on how to get on that platform – those of us that want to participate will do that. Cathy B. said she will reach out to Dick K. to get it out to the board.**

10. Field Chapters:

- The Coastal Bend Field Chapter now has a branded logo like our other field and student chapters (see attachment 2).

Rene C. asked who the lead is for the Coastal Bend field chapter. Dick K said it was Veronica Langoria. She is filling in for the NAVFAC officer that is on TDY. John G. asked who is in charge of the Austin chapter. Dick said it is still Tim Pach – but he hasn't heard from him in a long time.

Dick K. said that if anyone is interested in any of our four field chapters, they can go into their membership record and affiliate themselves with any of the field chapters. It doesn't cost any money. Field chapters: Concho Valley, Austin, Coastal Bend, and Laughlin. You can pick any one of them or all of them.

11. SAME Awards:

- Sarah Fowlkes nomination package for the SAME Post SB Liaison Award was successfully uploaded to SAME on Sep 12

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- David Pratt's AOF nomination package was successfully uploaded to SAME on Sep 22.
- Need to start looking at potential candidates for the other SAME awards typically due last day of Jan/first day of Feb.

Dick K. provided update. Everyone needs to start thinking about this year's awards. If anyone feels they are eligible for one of the SAME individual awards – now is the time to start working them. The packages are due at the beginning of February and are presented at the JETC.

12. Oct Newsletter – Inputs due Oct 2 to Dick for the Sep issue:

INFORMATION UPDATE ONLY

13. Any Other Issues/Updates:

- **Ed von Dran needs two golfers for his team who want to play golf on Oct 6 from 12 pm – 7 pm at Fort Sam. It is his men's group annual golf tournament. It is already paid for –and has slots for two people.**
- **Over 300 memberships expiring by the end of the year – 37 expiring at the end of this month.**
- **Dick K. said he is down to 18 new post coins. He needs to reorder but wants to make sure everyone is happy with the current design. Glen T. recommends keeping the current design. John B. concurs. Rene C. concurs.**

14. Next Board Meeting: **Thursday, Oct 26**, 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 Sep 23 (to Board Only)
2. Coastal Bend Field Chapter Logo

ATTACHMENT 2

Society of



American Military Engineers

Coastal Bend Field Chapter



Coastal Bend Field Chapter