



San Antonio Post

20770 US HIGHWAY 281 N, STE 108
PMB 451

San Antonio, TX 78258-7500

March 22, 2017

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, February 28, 2017, Merrick and Company

Board Members present are in **BOLD**:

President

Vice President

Past President

Secretary

Assistant Secretary

Treasurer

Assistant Treasurer

Professional Growth Director

Professional Development Director

Relationships Director

Leadership & Mentoring Director

Fellows Director

Resilience Director

Young Member Director

Individual Member Director

Sustaining Member Director

K-12/STEM Outreach Coordinator

Assistant K-12/STEM Outreach Coordinator

SAME E&C Camp Coordinator

College Outreach Coordinator

UT Student Chapter Mentor

Texas A&M Student Chapter Mentor

Scholarship Director

Small Business Coordinator

Awards Committee Chair

Holiday Celebration Chair

Golf Committee Chair

Leadership Lab (LLAB) Director

Assistant LLAB Director

Newsletter Editor

Website Manager

Ms. Bonnie Hopke

Mrs. Amy Shirlberg

Mr. Steven Holt

Ms. Marie Masbad

Mr. Rob Clark

Mr. Sam Hutchins

Mrs. Diane Glass

Mr. Eric Wilbur

Mr. David Pratt

Mr. Scott J. Mikos

Mr. Edward Medina

Mr. Glen Turney

Mr. John Enyeart

Ms. Elda Galvez

Mr. Joshua Heiss

Mr. Frank Corey

Ms. Erica Becvar

Mr. Joe Domeier

Mr. Joshua Graham

Mr. Gary Panozzo

Mr. Gary Panozzo

Mr. Clayton Perry

Mrs. Lindsey Burelison

Mr. Tae Parrish

Mr. Dick Kochanek

Ms. Hilda Quinones

Mr. Randy Lierly

Mr. Craig Mills

Mr. Mario Morales

Ms. Gina Roman

Mr. Dick Kochanek

Others present:

TEXOMA Regional Vice President (RVP)

Mr. Steve Houser

Feb 28 Board Meeting Minutes

1. Meeting convened at 11:30 am. **Decisions of the Board and action items are in bold type.**
2. **There were no other changes/revisions to the published Jan 31 Board minutes posted at <http://www.same-satx.org/ec/ecminutes.pdf>.**

3. Board Electronic Votes:

- The Board approved by electronic vote on Feb 21 the submittal of 2016 Post Annual Report (see *Attachment 1*)

FOR THE RECORD ONLY.

4. Finances/Budget:

- *Attachment 2* is the current 2017 Budget Data
- 2017 Post Meeting Results:
 - Jan 10 – 86 attendees; 1 IOU at check-in (paid Jan 22); actual net was - \$443.63; revised net was -\$31.63 with the transfer of YM Post Meeting Reduction and Luncheon Rate Reduction funds budgeted for 2017; 49 PDHs issued. Actual cost/person for meeting was \$23.56, which will be monitored in 2017 to determine revised Post meeting reservation cost for 2018
 - Feb 21 – 129 attendees; 5 no shows (notified on Feb 21-Feb22); Kay Grosinske paid up her Nov 2016 no show reservation; actual net was - \$79.12; revised net was -\$4.12 with the transfer of YM Post Meeting Reduction funds (due to large turnout there was no need to transfer any Luncheon Rate Reduction funds); 50 PDHs issued. Actual cost/person for meeting was \$19.40.

Sam updated the Board that he submitted the 2016 Post Annual Report to SAME National. He also mentioned that we're down to \$16K in our operating account and that Hilda would need a deposit soon for the Holiday Celebration facility. Erica also paid Sam for her Feb 21 no-show luncheon registration. Dick added that we made a profit on the Post meeting because the fixed cost of the TriPoint facility per person goes down with an increase in meeting attendees.

5. 2017 K-12/STEM Activities:

- Erica Becvar and Joe Domeier to provide an update on K-12/STEM activities

Erica briefed that she put out the call for school career day briefing volunteers. Dick briefed that the Seaperch Underwater Robot Regional Competition (organized by Northeast Lakeview College and the U.S. Navy) at Palo Alto College went well, and the Post was widely recognized for its support of the event. We started supporting the Northeast Lakeview College summer robotics workshops two years ago under Scott Mikos when we sponsored several student attendees to the event. In 2016, the College received a grant to work with the Navy on the workshops so the student sponsorships weren't needed. After the successful workshops, the College and Navy got the opportunity to host the Regional Competition and the Post provided sponsorship monies to support that event. Erica inquired about materials (table cloth, pop up displays) for a Post exhibit at school career days and other STEM events; Christian DeLaRosa had told her that the Board had looked into exhibit material before. Gary

Panozzo inquired if SAME National can provide it. Dick explained that SAME had provided handout items (pens, small note pads) for some of the past career days; Christian DeLaRosa had also gotten some materials from Lackland AFB Civil Engineering for handouts. Tae Parrish added that he's looking into getting exhibit materials for the SBMRF, but we could use it for STEM or any other Post event. He mentioned that he already has it budgeted to have those items.

6. 2017 Holiday Celebration:

- Hilda Quinones to provide an update on the Holiday Celebration

Amy briefed on Hilda's behalf that the Holiday Celebration will be at the Plaza Club again this year. She checked into other places, but the Plaza Club was the best choice. Hilda to follow up with Sam on the deposit.

7. 2017 Small Business Market Research Fair (SBMRF)/ Golf:

Tae Parrish to provide an update on the SBMRF/Golf.

Tae briefed the Board that he still needs approval from Golf Committee for sponsorships. He's hoping to have the registration running in March. He added that he still needs a volunteer for the Sponsorship Chair. If anyone knows someone who can volunteer, please contact Tae. Dick replied that he will send Tae contact information for Joe duMenil who expressed interest in getting more involved again with Post committees. Steve Houser stated that AFCEC is planning a Programming Conference July 18-20. Dick added that we were involved in an AETC Programming Conference several years ago, but during the event the AETC legal staff got involved and it put a stop to the Post hosting this type joint event. Steve Houser inquired if AFIMSC can brief at our SBMRF event. Amy noted that if they can't, we should invite them to the social events at our conference.

8. 2017 Post Meeting Programs:

- Attachment 3 is the latest update on programs/speakers for 2017 Post meetings from Eric Wilbur

Dick briefed the Board that Eric sent a list of current programs. Our joint meeting with CMAA is pending for October or November, and we're still waiting on a response on what month they can present.

9. SAME YM/Enlisted Stipends for 2017 JETC:

- Post endorsed Joshua Graham's YM Stipend application on Feb 16 for the 2017 JETC
- Although advertised via emails to Post YMs and Enlisted members and at the Feb 21 Post meeting, only 2 applications were received
- Post endorsed Marie Masbad's YM Stipend application on Feb 24

INFORMATION UPDATE ONLY.

10. Post Membership:

- Our Feb 9 rosters show we have 570 IMs and 554 REPS for a total membership of 1124 (see *Attachment 4*).
- SAME published the new 2017 baselines and our new baseline is 1094 – rosters show we are plus 30 above the 2017 baseline:
 - New baseline is lower than our 2016 baseline
 - SAME had some staffing issues over the later part of 2016 and early 2017, so they adjusted new Post baselines lower
 - Post rosters now contain some coding: there is now a Young Member field with Y/N and the DOB field has been eliminated; there is now also a NCO with NCO/blank to identify enlisted members
- We also have 176 STU & FAC members and 122 SMs and PAs.
- Feb 9 rosters show we also have 83 individual members whose membership Term Date is on or before Feb 1 has expired.

Frank briefed that our membership increased and our 2017 baseline was lowered by SAME. Due to the change in the baseline, we are now 30 above in our rosters.

11. Feb-Apr Newsletters:

- We were unable to complete the Feb newsletter as planned by early Feb. We will now produce a combined Feb-Mar issue using the previously submitted inputs before Gina leaves on travel at the end of Feb.
- Inputs for the April issue will be due to Gina Roman at roman.gina@gmail.com by COB Mar 28
- We may want to consider some other newsletter options:
 - The newsletter sustaining member pages (also applies to the related web page) are difficult to maintain and keep current with the constant changes taking place in companies and agencies. Many Posts have just gone to listing the companies/agencies names (and where applicable linkage to their websites) instead.
 - Although the idea was to have the input deadline be the Board meeting date (except for the Jan issue and for other circumstances), some are having difficulty meeting the deadline because of work/personal commitments. These delays can have a ricocheting effect (because of time available for publishing and then updates needed for previously submitted inputs). When publication is delayed, it also creates a problem because some of the inputs submitted by the deadline become outdated. In addition, some members won't spend the time to read the entire newsletter. Maybe we should consider just using news flash emails (weekly, bi-weekly or other frequency) like SAME and other Posts use and just send out key upcoming events/issues.

Dick stated that he will finish putting together the Feb/Mar newsletter so we can get it sent out. He inquired if we should just send out a weekly newsflash instead of the newsletter. Glen suggested putting a link of our website with posted articles. Dave Pratt stated that people use more social media. Amy inquired if our Post has a LinkedIn page. Craig replied that someone would need to manage it. He also suggested doing a survey at the next luncheon to see if members read the newsletter. The Board concurred. Glen suggested for the short term, do a newsflash and see the response we get from members. Dick also briefed that the sustaining member page is difficult to maintain; companies don't update their point of contact (POC) and other changes. He's received calls from people that the wrong POC is listed. He suggested listing the company and a link to their website. The Board agreed.

12. Other Items:

- Craig requested extending the Leadership Lab application deadline to March 15. He originally had eight applications, but one dropped out. He'd like the extra few weeks to try to get one or a few more.
- Dave Pratt briefed that he's received seven PD scholarship applications.

13. The meeting adjourned at 12:30 pm. **Next Board meeting will be Tuesday, March 28, 11:30 am – 1:00 pm at OTIE Conference Room, 9601 McAllister Freeway, Suite 310.**

///SIGNED///

MARIE MASBAD

Secretary, San Antonio Post

Approved as written

///SIGNED///

Bonnie Hopke

President, San Antonio Post

Attachments

1. 2016 Post Annual Report (to Board only)
2. 2017 Budget Data 2/20/2017 (to Board only)
3. 2017 Post Meeting Programs
4. Post Membership Chart



ATTACHMENT 3

2017 SAME San Antonio Post Luncheon Presentations & Speakers

Meeting Dates

- Jan 10 – Retro-Commissioning (Paula Shaw, AFCEC/CFT & Woody Thompson, RS&H)
- Feb 21 – IMCOM (Michael Grizer, IMCOM) – DeMar Working
- Mar 14 – Concrete (Dr Toy Poole, CTL Group) – DeMar Working
- Apr 18 – City of San Antonio Bond Program - Wilbur Working
- May 16 – Alamo Heights HS Rocketry Program – Erica Bevcar Working
- Jun 13 – Roofing (Pete Keener, Terracon) – DeMar Working
- Jul 11 – Infrastructure Security – Enyeart Working
- Aug 1-3 – Small Business & Mentoring Fair / Golf Tournament
- Sep 12 – Ethics (DeMar)
- Oct 10 - Open (TBD)
- Nov 14 – Open (TBD)

Potential Topics

- AFCEC/CF & AFCEC/CP (Col Dean Hartman & Mr Robert Rushing)
- Highways / Roads in Local Region to include I-35 Corridor (TxDot, Bexar County) – Woody to make contact with someone from TxDot
- City of San Antonio Large Capital Improvement Projects (SAT Parking Garage, Convention Center, Other)
- Leadership of AEC&E Professionals (Wilbur)
- CPS Mission Road Power Plant Re-Use to EPICenter, a Green Energy Think Tank
- USACE Fort Worth
- Port of San Antonio
- San Antonio Recycling (City of San Antonio)
- Army Environmental Command
- University Placement Discussion (Trinity, UTSA, Others)
- San Antonio Water System
- Expeditionary Engineering Experiences
- Emergency Response – State & Federal Agencies



ATTACHMENT 4

**2017 San Antonio Post Membership
(Goal: IMs+SREPs = or > Baseline on 31-Dec)**

