

MEETING MINUTES (FINAL)
August 1, 2011
BOARD OF DIRECTORS
SAME ORANGE COUNTY POST

To: Distribution
From: David Richter, Post Secretary
Date: September 19, 2011
Subject: S.A.M.E. Orange County Post Board of Directors Meeting – **August 1, 2011**

Board Members in Attendance:

| | | |
|-------------------|---------------------|-------------------|
| - Rick Beauregard | - Sharon Bison | - Kendra Bradshaw |
| - Jim Carter | - Penelope Cornwall | - John Cromwell |
| - Jeff Davis | - Ron Everly | - Rich Fowler |
| - Will Manker | - Don McDougald | - Sue Pender |
| - John Reese | - David Richter | |

A meeting of the Board of Directors (BOD) of the Orange County (OC) Post of the Society of American Military Engineers (SAME) was held at the offices of Ninyo and Moore on Monday, 1 August, 2011.

1. Open Meeting

Mr. Carter, SAME OC Post President, called the meeting to order at 11:50 AM.

2. Video Presentation

The Board viewed an approximately 20 minute video from <http://posts.same.org/SAME-History.mov>.

3. Director's Firm Profile

- (None)

4. Minutes Review

Draft minutes from the July 11, 2011 BOD meeting were reviewed. The minutes were approved with minor modifications.

5. **Treasurer's Report**

Ms. Cornwall led discussion:

The monthly Treasurer's Report was reviewed and approved. In addition, Ms. Cornwall described the CD Maturity and reinvestment strategy, the plan for settlement of CPEN revenues with the SD Post by next BOD meeting (waiting to assure receipt of all expenses and fees). Discussion was held regarding Endowment funding preparations.

6. **Committee Chair Reports:**

Scholarship Committee: Kendra Bradshaw and Ron Everly, Co-Chairs

Mrs. Bradshaw reported that the application deadlines had been extended to August 15. Fifteen general applications have been received, as well as three Miles Scholarship applications. Mr. Everly reported on his recent conversations with Karen Miles, who reaffirmed the family's support of the program and expected attendance at the awards luncheon.

Nominating Committee: Jim Carter, Chair.

Mr. Carter reported on the qualifications and suggestions of a BOD candidate. The candidate intends to join the Membership Committee.

Executive Committee: Jim Carter, Chair.

No report.

Education and Mentoring Fund Committee: Jim Carter and Penelope Cornwall, Co-Chairs.

Mr. Carter provided a brief report. Funding preparations discussed during Treasurer's Report, above.

* Action Item

Program Committee: Bob Yelin and Rick Beauregard, Co-Chairs.

Mr. Beauregard led the discussion

- July: Dark
- August 25 – Introduction to LEED PDH Class The event will include breakfast and lunch for the LEED training attendees. Lunch will be offered as a separate event for others. Lunch speaker will be John Coon.
- September 9 – Golf Tournament. Update by Mr. Davis, Mr. Davis, Golf Tournament Chair, below
- October 6 - Scholarship Awards meeting: Speaker - COL. Magness.
- November Business Opportunities Symposium: Wednesday, November 16, 2011. Update by Ms. Bison, Symposium Committee Chair, below.
- January 19, 2012 - Swearing in Ceremony: Probable evening reception. Details TBD.

Membership Committee: Ron Everly, Chair.

Mr. Everly led discussion of membership opportunities, including suggestions by BOD candidate for video/presentation to firms. Mr. Carter relayed a recent conversation with

Bob Wolfe, SAME National President, which outlined a National goal of increasing Civil Servant (non-military government employee) SAME membership.

Awards and Streamers: Will Manker, Chair.

Mr. Manker thanked the PDH and Programs Committees for their progress towards earning a PDH streamer.

Engineering Camp: Will Manker, Chair.

Mr. Manker reported that SeaBee camp starts tomorrow (August 2).

Golf Tournament Committee: Jeff Davis, Chair.

Mr. Davis reported on the significant progress and expected attendance like it was no big deal. Ms. Bradshaw volunteered to assist in the event registration.

Symposium Committee: Sharon Bison, Chair.

Ms. Bison made a “call for volunteers” and reported that Committee conference calls were starting next Monday, August 8.

* Action Item

Small Business Committee: Judy McKeehan and John Cromwell, Co-Chairs.

Mr. Cromwell reported that he and Ms. McKeehan had been having discussions. They have concurred that there is a need to add/increase small business-specific events. Mr. Cromwell suggested that a ½-day small business event may be worthwhile, perhaps in the Spring of 2012 since the current Post calendar is filled for 2011. The Board concurred with this approach.

* Action Item

Communications Committee: Sue Pender, Chair.

Ms. Pender and Mr. Carter relayed recent developments concerning the departure from her current firm of our key contact for web site maintenance. Discussion was held regarding our existing agreements with the primary firm, if any, and plans were made to establish alternate contact.

K-12 and College Student Committee: Scott Pringle, Chair.

No report.

Young Member Committee: Scott Pringle and Andrew Young, Co-Chairs.

No report.

Readiness Committee: Steve Tayanipour, Chair.

No report.

Continuing Professional Development Committee: John Reese, Chair.

Mr. Reese led the discussion. Recent committee activities have established important program considerations, including conservative interpretation of PDH criteria and technical/appropriate program qualifying criteria. Mr. Reese relayed that the August 25 event would provide 4 PDH points for the morning training, and ½ point for the lunch discussion. He related that most of the monthly events should qualify for PDH points, with some possible focusing/expansion of presentations. Coordination with Programs Committee was needed, and appreciated.

The Board considered the goals and objectives of the CPD Committee and formally established the Committee as a continuing body.

* Action Item

7. Old Business

No Old Business report.

8. New Business

Nomination of Fellows: Msrs. Carter and Everly reported that the 2011 SAME National Fellows nomination deadline was September 1. The nomination and application process was described. The Board unanimously recommended that the Post nominate Mr. Cromwell for the honor of SAME Fellow and requested Mr. Carter to initiate the process.

9. Next Meeting

The next Board meeting will be at Ninyo and Moore's Irvine office on Monday 12 September 2011. The lunch sponsor for this meeting will be VA Consulting.

Recent lunch sponsors for the BOD meetings have been:

| | |
|-------------------|-----------------------------|
| 1 August 2011 | EMAX |
| 11 July 2011 | IES |
| 06 June 2011 | Shaw Environmental |
| 02 May 2011 | Faithful + Gould |
| 11 April 2011 | DCA Civil Engineering Group |
| 7 March 2011 | Kleinfelder |
| 10 February 2011 | URS Corporation |
| | PSOMAS |
| | Rolf Jenson & Associates |
| 10 January 2011 | Huitt-Zollars |
| 13 December 2010 | Chambers Group |
| 8 November 2010 | RBF Consulting |
| 4 October 2010 | Weston Solutions |
| 13 September 2010 | Ninyo & Moore |
| 2 August 2010 | SCS Engineers |
| 12 July 2010 | VA Consulting |
| | |

10. Action Items

Mr. Richter reviewed Action Items from the last BOD Meeting. Items not adequately addressed, and/or otherwise deemed still relevant, were carried forward. Action Items developed in the current meeting were then reviewed. All Action Items are summarized below.

1. Education and Mentoring Fund Committee: Complete committee development, including one “outside” member.
Deadline: ASAP
Responsible Persons: **Carter and Cornwall**
2. PDH Self-Evaluation Worksheet
Deadline: ASAP
Responsible Person: **Reese**
3. Website Transition
Deadline: ASAP
Responsible Person: **Pender**
4. November Symposium Coordination Call Invitation
Deadline: ASAP
Responsible Persons: **Bison and Membership**

10. Adjournment

Mr. Carter adjourned the meeting at approximately 1:30 pm.

Respectfully submitted, David Richter, SAME OC Post Secretary