

**MEETING MINUTES (FINAL)**  
**November 7, 2011**  
**BOARD OF DIRECTORS**  
**SAME ORANGE COUNTY POST**

**To:** Distribution  
**From:** David Richter, Post Secretary  
**Date:** December 19, 2011  
**Subject:** S.A.M.E. Orange County Post Board of Directors Meeting – **November 7, 2011**

**Board Members in Attendance:**

- Rick Beauregard	- Sharon Bison	- Jim Carter
- Jeff Davis	- Will Manker	- Don McDougald
- Alicia Meza	- Sue Pender	- Scott Pringle
- David Richter	- Bob Yelin	- Andrew Young

**1. Open Meeting**

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, 7 November, 2011. Mr. Carter, SAME OC Post President, called the meeting to order at 12:15 PM, at the conclusion of an earlier Symposium Committee meeting.

**2. Director's Firm Profile**

Presentation by Mr. Jeff Davis, Kleinfelder.

Next meeting will feature Weston Solutions and DCA Civil Engineering.

**3. Minutes Review**

Draft minutes from the October 3, 2011 BOD meeting were reviewed. The minutes were approved with minor modifications.

**4. JETC 2016**

Discussion of hosting opportunity for the Joint Engineer Training Conference (JETC) and Expo in May, 2016.

5. **Treasurer's Report**

Mr. Carter led the discussion:

The monthly Treasurer's Report was reviewed and approved. Additional discussion of the scholarship fund (following on last month's discussion) was undertaken.

Mr. Carter outlined a change in annual budgeting, asking that Committee Chairs propose their committee's annual budget.

\* Action Item Identified

6. **Committee Chair Reports:**

**Symposium Committee:** Sharon Bison, Chair.

Ms. Bison recapped the Committee meeting held prior to this BOD meeting. She also relayed that she had been contacted by Inland Empire Utility Agency (IEUA) offering to host meetings in a LEED Platinum facility. They are looking for SBE outreach opportunities.

\* Action Item Identified

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

Mr. Carter led a review/debrief of the October 6 scholarship awards luncheon. General consensus that it was great success. COL Magness was well reviewed, as usual. Jim described the cell phone credit card reader that the Colonel had for his book sales. Post now also owns one – device is free, and service costs 2% per transaction.

**Post Outreach Committee:** Don McDougald and John Cromwell, Co-Chairs.

Mr. McDougald reported on recent activities. Coordinated announcement distribution is planned for the Holiday Ball and for Breakfast with the Chief.

\* Action Items Identified

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

Mr. Carter led the discussion. Co-Chairs and BOD in attendance concurred that Committee would benefit from additional members.

- November Business Opportunities Symposium: Wednesday, November 16, 2011. (Symposium Committee update, above.)
- January 12, 2012 – BOD Swearing in Ceremony: Evening event. Location and other details TBD
- February 23, 2012 Luncheon Meeting: Speaker TBD.
- May 24, 2012 Luncheon Meeting – Possible Readiness Joint Meeting with LA and Ventura Posts

\* Action Item Identified

**Membership Committee:** Ron Everly, Chair.

Mr. Carter led discussion. Described membership-related plans for the November event, and 500 member goal for next year.

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

Mr. Pringle described the November 1 JPL field trip. Post paid for transportation. Trip was characterized as a huge success. Joel Escobar, school POC and school STEM leader, was well-prepared and had prior lessons for the students. Scott and Mr. Escobar are now developing an activities list for 2012. They are also exploring having the school become a “STEM Laboratory” with Post support. Scott also inquired of the possibility of BOD members getting Post business cards. Mr. Carter added the possibility of BOD email addresses.

\* Action Items Identified

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

Messrs. Pringle and Young provided additional discussion of November event plans for young member outreach. (Blended with prior Committee discussion)

**Communications Committee:** Sue Pender, Chair.

Ms. Pender stated that the website issues related to PressLink are minimal since the recent bumps. General discussions re: JPL field trip press release opportunity.

\* Action Items Identified

**Engineering Camp:** Will Manker, Chair.

Mr. Manker reminded the BOD that we had sponsored several camp attendees this year, but that the applications were few so the Post will need better outreach next year. He also stated that the Marines will have a camp at MCB Camp Lejeune next year – another camper opportunity for us.

**Readiness Committee:** Steve Tayanipour, Chair.

Mr. Carter reported that the Post is registered to participate in the annual “Shake Out.”

**Continuing Professional Development Committee:** John Reese, Chair.

Mr. Carter reported that Mr. Reese has confirmed that elements of our November event will be offered as PDHs. Details and forms will be provided prior to the event.

**Nominating Committee:** Jim Carter, Chair.

Mr. Carter reiterated that there will be a Call for BOD Nominations at the November Symposium, with a new Board slate for member approval in December.

**Awards and Streamers:** Will Manker, Chair.

Mr. Manker reported that he was collecting information and would provide a status report of our likely awards and streamers for 2011 at the December BOD meeting.

\* Action Item Identified

**Golf Tournament Committee:** Jeff Davis, Chair.

No report.

**CPEN:** Jeff Davis, Chair.

No report.

**Small Business Committee:** John Cromwell, Chair.

No report.

**Education and Mentoring Fund Committee:** Jim Carter and Penelope Cornwall, Co-Chairs.  
No report.

**Executive Committee:** Jim Carter, Chair.  
No report.

**8. Action Item Review**

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. Possible Post Support: Initiate Contact, IE Post. Also refer IEUA contact for building use (from Ms. Bison).  
Deadline: None  
Responsible Persons: **McDougald**
2. January 12 Swearing in Ceremony – Establish venue and time.  
Deadline: ASAP  
Responsible Persons: **Carter/Cornwall**
3. Committee Budgets – Propose Budgets for each Committee  
Deadline: December 5 BOD Meeting  
Responsible Persons: **Committee Chairs**
4. Breakfast with the Chief – Verify date is December 20.  
Deadline: ASAP  
Responsible Persons: **McDougald**
5. Program Committee – Add members  
Deadline: ASAP  
Responsible Persons: **Yelin/Beauregard (BOD input/assistance)**
6. Sunset Elementary Support as STEM Laboratory – Prepare Budget Estimate  
Deadline: ASAP  
Responsible Persons: **Pringle**
7. Awards and Streamers – Present Status  
Deadline: December 5 BOD Meeting  
Responsible Persons: **Manker**

**9. Next Meeting**

The next Board meeting will be at Ninyo and Moore’s Irvine office on Monday 5 December 2011. The lunch sponsor for this meeting will be Weston Solutions.

Recent lunch sponsors for the BOD meetings have been:

4 November 2011	Ninyo & Moore
3 October 2011	SCS Engineers

12 September 2011	VA Consulting
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
	Rolf Jenson & Associates
10 January 2011	Huitt-Zollars
13 December 2010	Chambers Group
8 November 2010	RBF Consulting
4 October 2010	Weston Solutions

**10. Adjournment**

Mr. Carter adjourned the meeting at approximately 1:40 pm.