



San Antonio Post

20770 US HIGHWAY 281 N, STE 108

PMB 451

San Antonio, TX 78258-7500

April 24, 2017

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, March 28, 2017, **WestEast Design Group Conference Room**

Board Members present are in **BOLD**:

President	Ms. Bonnie Hopke
Vice President	Mrs. Amy Shirlberg
Past President	Mr. Steven Holt
Secretary	Ms. Marie Masbad
Assistant Secretary	Mr. Rob Clark
Treasurer	Mr. Sam Hutchins
Assistant Treasurer	Mrs. Diane Glass
Professional Growth Director	Mr. Eric Wilbur
Professional Development Director	Mr. David Pratt
Relationships Director	Mr. Scott J. Mikos
Leadership & Mentoring Director	Mr. Edward Medina
Fellows Director	Mr. Glen Turney
Resilience Director	Mr. John Enyeart
Young Member Director	Ms. Elda Galvez
Individual Member Director	Mr. Joshua Heiss
Sustaining Member Director	Mr. Frank Corey
K-12/STEM Outreach Coordinator	Ms. Erica Becvar
Assistant K-12/STEM Outreach Coordinator	Mr. Joe Domeier
SAME E&C Camp Coordinator	Mr. Joshua Graham
College Outreach Coordinator	Mr. Gary Panozzo
UT Student Chapter Mentor	Mr. Gary Panozzo
Texas A&M Student Chapter Mentor	Mr. Clayton Perry
Scholarship Director	Mrs. Lindsey Burelison
Small Business Coordinator	Mr. Tae Parrish
Awards Committee Chair	Mr. Dick Kochanek
Holiday Celebration Chair	Ms. Hilda Quinones
Golf Committee Chair	Mr. Randy Lierly
Leadership Lab (LLAB) Director	Mr. Craig Mills
Assistant LLAB Director	Mr. Mario Morales
Newsletter Editor	Ms. Gina Roman
Website Manager	Mr. Dick Kochanek

1. Meeting convened at 11:35 am. **Decisions of the Board and action items are in bold type.**
2. **There were no other changes/revisions to the published Feb 28 Board minutes posted at <http://www.same-satx.org/ec/ecminutes.pdf>.**

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3. Board Electronic Votes:

- The Board approved by electronic vote on Mar 16 the award of 2017 Professional Development-Continuing Education Scholarships to 7 Post members as shown in *Attachment 1*.

Dick inquired if we should set a rule for applying multiple times. Amy replied that maybe we should allow every other cycle. Craig added that we could do an individual cap. Dave Pratt will address for next year's program. He also mentioned he notified everyone who has been awarded a scholarship. Amy inquired about the PMP class. Dick replied that we never received a big enough discount, so we dropped it. Amy asked if this is something we could do on our own. Dick replied that he talked to Joe Schroedel, SAME/XD, to see if SAME would fund half, but it didn't work out. Erica Becvar stated that her office is looking to fund PMP and maybe they could establish a partnership with our Post. Amy suggested that Eric and Erica work together.

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); 3 no-shows paid; actual net was **-\$19.12**; revised net was \$55.88 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**.
 - Mar 14 – **61 attendees**; 2 no shows (notified on Mar 14); actual net was **-\$420.55**; revised net was **-\$93.55** with the transfer of YM Post Meeting Reduction and Luncheon Rate Reduction funds budgeted for 2017; **33 PDHs issued. Actual cost/person** for meeting was **\$24.87**.
- SAME acknowledged receipt of the 2016 Post Annual Report on Mar 16

Sam updated the Board that we currently have \$19K in our checking and get charged a \$30 fee if we go below \$15K. Amy inquired why we have a high minimum and Sam replied that's just how the bank operates. Sam also mentioned that SAME acknowledged receipt of our Annual Report.

5. 2017 Joint Post-CMAA Meeting:

- CMAA South Central Texas Chapter has offered to host a joint meeting with Post at the Petroleum Club on Thurs, Aug 24, but they are proposing a breakfast meeting at 7:30 am rather than a lunch meeting
- Required Relationship Streamer Element #3 is to “Participate in a collaborative event with another professional society that fosters the goals of SAME.” Normally we use our annual Post-CMAA meeting to satisfy this requirement

Dick briefed that we normally have a joint meeting with CMAA at one of our Post luncheons; however, they offered to host the joint meeting on Thurs, Aug 24, during one of their morning meetings. The work and registration will be on CMAA, but they don't allow pay at the door. Dick inquired if this is something we want to do. Dick also briefed that CMAA said the facility, the Petroleum Club, could hold up to 150 people. Glen replied that we have the Small Business Market Research Fair/Golf Tournament in Aug already, but if a few people attend the breakfast meeting, we'll be able to check off the box for the Streamer requirement. Eric said he would attend and believes a handful of SAME members would go. Amy inquired how we would advertise to our members about this. Dick said he could send out an email that directs them to their registration site. Craig added that we might get different members attending; people who can only attend morning meetings.

After the discussion, the Board APPROVED participating with CMAA for their Aug 24 Breakfast meeting at the Petroleum Club.

6. 2017 Post Meeting Programs:

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

INFORMATION UPDATE ONLY.

7. SAME YM Stipends:

- No decision received as of Mar 23 on Post nominations of Joshua Graham and Marie Masbad for the SAME YM/Enlisted Stipends for the 2017 JETC
- On a related matter, we learned that SAME will no longer have YM Stipends for the Annual Emerging Leaders Alliance (ELA) Conference. SAME is looking at implementing a Society-wide Leadership Lab type program instead modeled after our and the Washington DC Post's programs

Amy updated the Board that Joshua received the JETC Stipend and Marie was selected as an alternate if someone were to back out. Amy briefed that Joe Schroedel wants SAME to host a leadership conference. SAME is collecting information about our Post and the Washington DC Post's Leadership Lab to see how it might be used for a SAME program. He didn't see any value in sending members to the ELA conference; SAME national spends about \$25K a year to send members to ELA. Eric inquired how many ELA participants are active in SAME and how can SAME tell if it's valuable or not. Amy added that this wouldn't replace Leadership Lab, but they want to get ideas from it.

8. Post Membership:

- Our Mar 22 rosters show we have 578 IMs and 564 REPS for a total membership of 1142 plus 48 above our 2017 baseline.
- We also have 178 STU & FAC members and 123 SMs and PAs.

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- Mar 22 rosters show we also have 62 individual members whose membership Term Date is on or before Feb 1 and has expired. We also have 4 companies, representing 23 REP members, whose membership Term Dates are still Mar 1.

Frank briefed that he will send an email reminder to those whose memberships are about to expire. Frank asked if anyone knows the points of contact (POC) for those companies and asked they reach out to them. LMI's POC, Eric Stevens, has retired. Dave Pratt mentioned he spoke with Versar, and they're aware. Glen added that he will get the contact information for Weston Solutions.

9. 2016 Post Streamers:

- We earned the 2016 Membership Streamer, all other 2016 Streamers with distinction and Distinguished Post.
- Hampton Roads won the Top Post Award in our Large Post Category; Tulsa (from the TEXOMA Region) won the Top Medium Post; and Central Virginia won the Top Small Post.
- The Top Large and Medium Post Winners were determined by percent of membership increase. The Top Small Post Winner was determined by the number of Streamers earned with distinction. The Hampton Road Post had a 7% increase in membership versus our 2% increase.

Dick briefed that percent membership increase for the super large Posts with over 1,000 members was lower than most of the other 17 large Distinguished Posts competing for Top Post award; using that as a selection criteria for Top Post makes it difficult for the super large Posts to be competitive. For 2015, we had the biggest membership increase of all Posts except for one very small Post. However in 2015, Houston was selected as the Top Post based on its Young Member Program. Amy inquired what was most important to our Post; do we want to win Top Post? Our main focus is doing what's best and most beneficial to our members.

10. Post Newsletter Survey:

- Marie Masbad to provide an update on the Post Newsletter survey results (*Attachment 4*).

Marie briefed the Board on the results from the Post Newsletter survey. Majority of our members want to receive Post updates via email and apparently majority of our members read the newsletter. Joe Domeier added that members may want to keep their social and professional lives separate and that might be the reason why we didn't get a lot of survey responses selecting FaceBook or LinkedIn options. The Board agreed to keep the newsletter and send out email notifications.

11. Apr Newsletter:

- Inputs for the April issue will be due to Gina Roman Scott at roman.gina@gmail.com COB Tues, Mar 28

INFORMATION UPDATE ONLY.

12. Other Items:

- **Joe Domeier briefed the Board that Joshua Graham received 12 applications for the E&C Camp.**

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- **Craig updated the Board that he has enough members for Leadership Lab, the locations are lined up, and the speakers are coming along. There is a good mix of military and civilian, and the first meeting will be on Friday, April 14.**

13. The meeting adjourned at 12:35 pm. **Next Board meeting will be Tuesday, April 25, 11:30 am – 1:00 pm at HEB Central Market Community Room.**

///SIGNED///

MARIE MASBAD

Secretary, San Antonio Post

Approved as written

///SIGNED///

Amy Shirlberg

Vice President, San Antonio Post

Attachments

1. 2017 PD-CE Scholarship Awards
2. 2017 Budget Data 3/20/2017 (to Board only)
3. 2017 Post Meeting Programs
4. Post Newsletter Survey Results



ATTACHMENT 1

2017 Post PD-CE Scholarship Awards

Member	Award	Purpose
Capt Ryan Price	\$ 500.00	PMP
Eric Wilbur	\$ 500.00	PMP
Danielle Poyant	\$ 160.00	PE Renewal
Lily Cartright	\$ 500.00	PE
Capt Matt Nichols	\$ 500.00	PE
Capt Clark Smith	\$ 500.00	PE
Scott Mikos	\$ 407.50	CFM
Total	\$3,067.50	



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 – Heavy Duty 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 (STEM) – Erica Bevcar Working
- Jun 13 – Roofing (Pete Keener, Terracon) – DeMar Working
- Jul 11 – Infrastructure Security (CPS) – John Enyeart Working
- Aug 1-3 – Small Business & Mentoring Fair / Golf Tournament
- Sep 12 – Annual Ethics Training (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

SA POST NEWSLETTER SURVEY RESULTS

	Receive Post Emails	Receive The Forum	Read The Forum	MONTHLY	WEEKLY	FB	LINKDIN	WEBSITE
1	NO	NO	YES					
2	YES	YES	YES	X	X			
3	YES	YES	YES		X			
4	YES	YES	YES	X				
5	YES	YES	YES		X			
6	YES	YES	YES	X				
7	YES	NO	NO		X			
8	YES	YES	NO	X	X			
9	YES	YES	YES	X				X
10	YES	YES	YES	X		X	X	X
11	YES	YES	YES	X				
12	YES	YES	YES	X	X	X	X	
13	YES	YES	NO	X				
14	YES	YES	NO		X			
15	YES	YES	YES	X				
16	YES	YES	NO	X				
17	YES	YES	YES		X			
18	YES	YES	YES	X				
19	YES	YES	YES	X	X			
20	YES	YES	YES		X			
21	YES	YES	YES	X	X			
22	YES	YES	YES	X	X			X
23	YES	NO	NO	X	X			
24	YES	NO	YES	X	X	X		X
25	NO	NO	NO		X			
26	YES	YES	YES	X				X
27	YES	YES	YES	X	X			
28	YES	YES	YES	X		X	X	X
29	YES	YES	YES	X				X
30	YES	YES	YES	X	X		X	
31	YES	YES	YES					X
32	YES	NO		X				
33				X	X			X
34	YES	YES	YES					X
35	YES	NO	NO		X			X
36	YES	YES	YES		X		X	X
37	YES	YES	YES	X	X			X
38	YES	YES	YES	X				
39	YES	YES	YES	X				
40				X	X	X	X	X
41	YES	YES	YES	X	X			
42	YES	NO	NO	X	X			
43	YES	YES	YES	X			X	
44	YES	YES	NO	X				
45	YES	YES	YES		X			
46	YES	YES	YES	X	X			X
47	YES	YES	YES	X				X
48	YES	YES	YES	X	X		X	X
49	YES	YES	YES	X				X
50	YES	YES	YES		X			
51	YES	YES	YES	X				X
YES	47	41	38	37	28	5	8	19
NO	2	8	10					