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October 14, 2024

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, September 26, 2024, Zoom

Board Members present are in **BOLD**:

President

Vice President

Past President

Secretary

Assistant Secretary

Treasurer

Assistant Treasurer

2nd Assistant Treasurer

Industry Gov. Engagement Director

SMVET Support Director

SMVET Support Coordinator

SMVET Transition Coordinator

Leadership & Mentoring Director

Fellows Director

Resilience Director

Young Professional Director

Individual Member Director

Sustaining Member Director

Military Enlisted Affairs Liaison

K-12/STEM Outreach Coordinator

College Outreach Coordinator

SAME E&C Camp Coordinator

STEM & College Outreach Director

UT Student Chapter Mentor

UT Student Chapter Mentor Assistant

UTSA Student Chapter Mentor

Texas A&M Student Chapter Mentor

Scholarship Director

Small Business Coordinator

SAME National Event Liaison

Golf Committee Chair

Leadership Lab (LLAB) Director

LLAB Co-Director

Social Media Coordinator

Newsletter Editor

Website Manager

Awards Committee Chair

Holiday Celebration Chair

Mr. Rene Cortez

Col. John Baker

Mr. Zakary Payne

Mrs. Cassandra Price

Ms. Sarah Fowlkes

Mr. Sam Hutchins, F. SAME

Mr. Steve Holt, F. SAME

Mr. Dick Kochanek, F. SAME

Mr. Sam Barnett

Mr. Dean Hartman

Mr. Mike Monreal, F. SAME

Mr. Marcus Henneke

Mr. James Kisiel

Mr. Josh Graham, F. SAME

Mr. John Enyeart

Mr. Andrew Silvas

Mr. Ed von Dran

Mrs. Michele Torres

SMSgt Melwing Isaac-Jimenez

Mr. Scott Mikos

Mr. Terry Watkins

Capt. Varsha Savalia

Mr. Harold Eberbach

Mr. Rick Galloway

VACANT

Mr. Terry Watkins

Mr. John German

Mrs. Diane Glass

Ms. Sarah Fowlkes

Ms. Bonnie Hopke, F. SAME

Mr. Michael Beach

Mrs. Cathy Bond

Mr. Cade Deines

Mrs. Amy Shirlberg

Mr. Dick Kochanek, F. SAME

Mr. Dick Kochanek, F. SAME

Mr. Dick Kochanek, F. SAME

Ms. Hilda Quinones

1. The Aug 29 Post Board meeting minutes were approved and published at <https://www.same.org/wp-content/uploads/2024/07/240627sabod.pdf>. Are there any additional changes needed?

There were no other revisions to the published August 29 meeting minutes.

2. Finances/Budget:

- *Attachment 1* is the Sep 21 Budget Update.
- Sam Hutchins plans to move the Small Business and Golf Remaining Funds to E&M and possibly some to O&M
 - O&M currently has \$19,328 in it (includes money in the money market (\$92,455), applies to all accounts. Doesn't include funds in Merrill Lynch Managed account)
 - E&M currently has \$25,790 in it
 - Small Business has \$68,105
 - Golf has \$2,510
 - Post Bylaws allow us to transfer 10% to O&M and the rest to E&M.
 - Do we want to put it all in E&M or put 10% of it in E&M?
- Merrill Lynch was capturing Capita Gains this past month. Our realized capital gains increased by \$64,145 this month to \$110,782. We do not pay taxes on capital gains
- Merrill Lynch Money Market 7-day average as of Sept 20 was 4.98%.
- *Attachment 2* is the 2024 Post meeting summary to date.
- *Attachment 3* is the 2025 Budget Worksheets for Board members to complete for the Oct 24 Board meeting:
 - Worksheets are included for E&M and O&M fund expenses
 - Worksheets include the historical expenses and the 2024 budget for the various budget activities
 - Include related 2030 SP Goals and 2025 Board position(s) responsible

Mr. Hutchins went over the budget update. Operations has \$70,000, E&M has \$563,000 and small business has about \$30,000 tied up in our investments. Mr. Hutchins would like to move the money from small business and golf to E&M and/or O&M funds. The bylaws allow 10% to be moved to O&M. Do we want to move them to O&M or to E&M. Mr. Kochanek said that he recommends moving the 10% to O&M and the rest to E&M. If we put the money in E&M then we can't pull it out and use it for O&M expenses, however, you can use O&M money for anything. Mr. Kochanek made a motion to move 10% to O&M and the rest to E&M. The majority voted "aye" - motion passes.

Mr. Kochanek went over the Post meeting summary. At the last meeting, we did have 58 attendees and 39 PDA certificates. There was an issue with the square credit card machine at time of check-in. The attendee paid at the end of the event. Mr. Barnett asked how our attendance is compared to historical attendance. Mr. Kochanek said it is about the same as the attendance number since COVID. Prior to COVID, attendance was larger. The cost could be a factor as Ft. Sam Golf Course was cheaper than current place.

Mr. Kochanek brought attention to Attachment 3 and the 2024 budget worksheets. It is now time to start thinking about 2025 budget. Part of the attachments for the meeting were spreadsheets that showed the E&M,

Operations and Maintenance funding. We also included the historical data and the budget for last year as well as the expenses to date for this year. All board members need to work through their director to submit their budget inputs for the October 2024 Post Meeting. They are due by October 21st. Do not forget, there is a new board structure for 2025. There are only three goals instead of five. Furthermore, we changed the name of some of the Directors. Included in the attachments are the names of the Directors and the POCs for the various budget line items and the applicable strategic plan goal. Since we will not have a SM Vet Director anymore, Mr. Hartman will need to work with Mr. Kisiel on the input for the SM and Veteran support activities under the Personnel Development Director. Again, the due date is Monday, October 21, 2024.

3. College Scholarships:

- Diane Glass to provide update on College Scholarship Program which closed Sep 19.

Ms. Glass provided an update on the scholarship program. She stated that the applications were due by September 19, 2024. We received 39 scholarship applications this year. Our average over the last five years has ranged between 19 and 25. Texas A&M had 14 applications and the University of Texas Austin had 16 applications. Applications were for eight universities and added three new universities: Saint Edwards University in Austin, Texas A&M San Antonio, and University of Texas Rio Grande Valley. The judges are working on the evaluations and recommendations will be sent to the Board of Directors no later than October 17, 2024. Mr. Cortez asked if Texas State had any application. Ms. Glass said there were none. Mr. Mikos asked if there were any submissions from Rice University. Ms. Glass said they received two this year.

4. 2025 SBMRF:

- Sarah Fowlkes to provide on the 2025 SBMRF:
 - Hotel contract and design
 - Meeting with General Miller on October 15
 - General program overview
 - SBC support

Ms. Fowlkes provided an update on SBMRF. We are sticking with the same hotel as last year. However, we are changing up the layout of everything. The hotel has sent us all of the designs to review. We are moving back to two full days versus one and a half. Mr. Watkins and Ms. Fowlkes have a meeting with General Miller on October 15th. The goal is to solidify AFCEC's involvement and identify some POCs to work with. The golf tournament will happen on Tuesday with program briefings on Wednesday, and one-on-ones and breakout sessions on Thursday. The redesign will allow us to have the one-on-ones in the ballroom and the breakout sessions in another room. Ms. Fowlkes will not be able to attend the SBC this year, so she is asking the board members who are attending to talk about the SBMRF.

Mr. Kochanek asked Mr. Beach if he has locked in place the golf tournament. Mr. Beach said he has not, but he did get the redlines to the contract back from Canyon Springs. He also reached out to other courses. He received a revised contract back from the Quarry that has to be reviewed as well. However, we are trending towards Canyon Springs again.

Mr. von Dran said that he is playing at Fort Sam on October 11th for a church group. The fee is \$75 and covers lunch, dinner and registration fees. It includes a hole in one competition for a two-year lease on a Cadillac. If you are interested in playing, please reach out to Mr. von Dran.

5. Leadership Lab (LLAB):

- Summary of Lab Events.
 - Leadership Lab 2024-2025 Kickoff (Sept 9):
 - Held at Matrix Design Group with 7 participants (6 in-person, 1 virtual).
 - Guest Speaker Eric Wilbur presented on leadership definitions
 - Team Bonding Event (Sept 21):
 - Participants attended a ropes course at Newk's Ranch for team bonding.
 - One virtual participant joined in person for the event.
 - Focused on overcoming fears, communication, and building trust.
 - Lead Lab Session 2 (Sept 23):
 - Hosted at Halff, with Don Gleason leading a session on communication styles via the DiSC model.
 - The group explored strengths and weaknesses across different personality types.
 - Concluded with team bonding activities and goal setting
- Next Up:
 - Upcoming Session (Oct 7):
 - To be held at HDR Engineering.
 - Focus on Crucial Conversations (Chapters 1-4).
- Board Support Needed:
 - All participants submitted mentor requests to James Kisiel.
 - Encouraging board members to participate as mentors.
 - Presentation on the Mentorship Program by Josh Graham and mentee Nicholas Gillett.

Mr. Deines provided a quick update. The LLAB had their kickoff meeting on September 9 at Matrix Design Group. There was a total of seven participants in person and one virtual. Mr. Wilbur did a great job kicking off this years' LLAB. Mr. Deines will be submitting some photos for the upcoming newsletter related to the ropes course that the LLAB participants completed. The LLAB just had its last session where Mr. Gleason went over the DISC assessment and how each participant can use the knowledge of their own personality and leadership style, as well as those around them, to increase communication and effectiveness as a leader. The next session will be at HDR and Mr. Deines and Ms. Bond will start discussion on the first four chapters of Crucial Conversations. Additionally, Mr. Graham and his mentee Nicholas Gillett will do a presentation on the Mentorship Program. Mr. Dienes reminded everyone that if they are interested in being a mentor, to please reach out to Mr. Kisiel. They are still needing some mentors for the LLAB attendees. Mentors are asked to engage with the mentee at least five times throughout the session between now and early March. Mr. Baker asked what the requirements are to be a mentor. Mr. Deines said he would send the SAME mentoring toolkit

to Mr. Baker for him to review the guidelines. In regard to the LLAB, the mentee should be reaching out to the mentor, not the other way around.

6. STEM:

- Harold Eberbach and Dick Kochanek supported the Sep 10 Randall H. Fields Elementary STEM Night. Huge crowd of parents and students participated. Balloon powered race car was again very popular; we ran out of supplies just about closing time.
- Harold is also scheduled to participate in the National STEM Challenge which includes virtual judging of student projects
- Next volunteer opportunities:
 - San Antonio Boosting Engineering, Science, & Technology (SA BEST) Robot Competition with events happening from Oct 28 thru competition day on Nov 20.
 - Bexar Chapter MATHCOUNTS on Oct 12 from 9 am – 3 pm
- If interested in volunteering, email Dick at samesatx@gmail.com

Mr. Mikos thanked Mr. Eberbach and Mr. Kochanek for supporting the STEM night at the elementary school from the pictures that they took. They had a wonderful event, and we are already talking with them about events for next year. There are some events coming up. The San Antonio BEST Robotics Competition kicks off in October. If you are interested in being a part of that, please let Mr. Mikos, Mr. Eberbach or Mr. Kochanek know, because they are always looking for volunteers in different capacities. Also coming up is MATHCOUNTS. There is a practice session for the Bexar Chapter that will be on October 12th, from 9 am to 3 pm. Volunteers get a discounted ticket to the Spurs game later that night.

7. College Outreach:

- Rene Cortez will be speaking at an upcoming event at Palo Alto College on Nov 5.

Mr. Cortez provided an update. He said that at the Air Show, we met up with Palo Alto College representatives and discussed their outreach program. One of the items that has resulted from that is a speaking engagement for our San Antonio Post at Palo Alto College. As part of the overall STEM event that Palo Alto is doing, Mr. Cortez will be speaking, as an alum, on STEM careers. Mr. Watkins asked if there is an initiative to stand up a chapter there? Mr. Cortez said that would be a great idea – not just there, but across the highway at the Texas A&M San Antonio campus. Mr. Cortez said that DOD has given Palo Alto a grant. He will find out more about how we can align with the grant and share with Mr. Mikos.

Mr. Watkins provided an update on the College Outreach COI. He said they decided to go back to resurrecting the Innovative Design competition that they have in the spring that only gets limited participation. It should be coming out in the next month or so. They are still trying to have a s meeting for the student chapters at the SAME SBC in New Orleans. Tentatively this will be the day before the SAME SBC starts. SAME is developing a new chat capability to facilitate discussions within the communities of interest. Mr. Kochanek asked if they are going to send out information about sponsoring college students to that small business event. Mr. Watkins said that they are a little bit behind but they intend to do that.

Mr. German provided an update on TAMU chapter. He said they had a meeting in September, another one tonight, and one in October is already planned. Mr. Baker said the scholarship program was pushed at the

September meeting. There is an opportunity for one of our people to be a speaker at either the October or November meeting. If anyone is interested in being a speaker for a group of 25 to 30 people at Texas A&M, please reach out to Mr. Baker.

Mr. Watkins provided an update on UTSA chapter. The BBQ Bash Welcoming had 38 students interested in signing up for the organization. The first meeting is scheduled for October 9th.

8. Field Chapters:

- Rene Cortez, Cathy Bond and Dick Kochanek had a Zoom meeting on Sep 11 with Lt Col Richard Mann from Ft Cavazos (previously Ft Hood) and Tim Pach from the Austin Field Chapter. Chapter is planning on a social event to revitalize the Chapter.
- Post member Jesse Jimenez from the Corpus Christi area volunteered to take the lead on the Coastal Bend Field Chapter. He plans to work with others in the area to set up a meeting.
- No update yet from Karla Hernandez from the Laughlin AFB Field Chapter on their planned Oct Kickball Tournament.

Mr. Kochanek said the Austin field chapter will be starting up again with some type of social event with some people from Fort Cavazos and other folks in the Austin area. Additionally, we got a volunteer to reinvigorate the Coastal Bend field chapter. Mr. Jesse Hernandez volunteered. He is going to speak with Post members in the Corpus Christi area and set up a meeting. Unfortunately, unless Ms. Bond has heard from Ms. Carla Hernandez, we have lost the contact for the Laughlin field chapter. Ms. Bond said she was down there a couple weeks ago but was unable to meet up with Ms. Hernandez. Ms. Bond believes the chapter is still going strong, but she will try again to meet up with Ms. Hernandez on her trip there in a couple of weeks. Mr. Kochanek asked if Ms. Bond could give Ms. Hernandez a call and see if the October event is still on. Ms. Bond said she will.

9. Post Meetings:

- Next Post meeting is Oct 17:
 - Speaker is Christopher Reinhardt from USACE Fort Worth District
 - Post sponsored SAME Camper Lyse Niclair is also scheduled to attend
 - Reservations are open at <https://2410179samecmaa.eventbrite.com> until Oct 11, 11 am.
- Our Nov 14 Post meeting will feature speaker Cindy Cash from AFCEC/CZRX on PFAS Forensics. Representatives from SRS and Battelle will also participate with Cindy.
- Dick is having difficulties with the reduced price for SAME YP/Mil/Student Member reservations. Individuals are registering for these reservations who are not members or in the applicable membership categories. Once registered, correcting pre-paid reservations is cumbersome. Dick is looking into using a promo code system where individuals will email in first for the promo code to get the reduced rate registration.

Next Post meeting is October 17th. The speaker is Mr. Christopher Rienhardt from USACE Ft. Worth district. November 14th's Post meeting will have three speakers. Ms. Cindy Cash and two representatives – one from SRS and one from Battelle.

Mr. Kochanek said he is having difficulty with people signing up for the special reduced-price rate. He is getting non-members signing up for these special rates. The issues are that when they pay in advance, he has to cancel the reservation and there is a charge for that. He is looking at an option that Eventbrite has where people use a promo code for the eligible rate. Mr. Kochanek is still looking into the details. Basically, half of the people that paid the reduced rate weren't even eligible for it.

10. 2024 Elections:

- Candidate call for 2024 Post elections is open until Oct 21 at <https://2024electionsamesatx.eventbrite.com>
- Status Update:
 - 2025 Vice President/ 2026 President-elect - Sarah Fowlkes registered.
 - 2025 Treasurer – Sam Hutchins registered
 - 2025 Secretary – No candidates
 - 2025-26 Technical Solutions Director – No candidates.
 - 2025-26 STEM & College Outreach Director – No candidates.
- Some interest expressed by Post member Eric Lagerquist.

Mr. Kochanek provided update on the Post elections. We have two candidates, one for VP and one for Treasurer. We still need candidates for Secretary, Technical Solutions Director, and STEM & College Outreach Director.

11. Membership:

- *Attachment 3* shows SAME Membership Statistics through Sep 2024.
- Earning the membership Streamer requires an increase in individual and company membership.

Mr. Kochanek said Attachment 3 provided membership statistics through September. He stated there will be a membership streamer of this year. To earn the streamer, you have to show an increase in organization membership and an increase in individual membership.

Mr. Kochanek asked if we were going to have a new member meeting. Mr. von Dran said that he would set one up. Mr. Kochanek said they have \$500 budgeted for it. Previous meetings have been at Cover 3 or Silos. Mr. von Dran said he would find something. He will run the stats off the list Mr. Kochanek provided and get something scheduled preferably pre-Halloween but before Thanksgiving.

12. Oct Newsletter – Inputs for the Oct issue is due Monday, Sep 30, to Dick.

Inputs for October newsletter is due by Monday, September 30.

13. Any Other Issues/Updates:

- Members to bring up any other issues.

Nominations are open for post to submit members for the leader development program. Mr. Kochanek asked Ms. Fowlkes if she would be interested. She said she would. Mr. Kochanek will also speak to Mr. Eberbach to see if he is interested.

14. Next Board Meeting: Thursday, Oct 24, 11:30 am – 1:00 pm, by Zoom

//SIGNED//

Cassandra Price

Secretary, San Antonio Post

APPROVED AS WRITTEN

//SIGNED//

Rene Cortez

Post President, San Antonio Post

Attachments

1. Sep 21 Budget Update (to Board Only)
2. 2024 Post Meeting Summary
3. 2024 Post Membership Statistics
4. 2025 Budget Excel Worksheets

ATTACHMENT 2

2024 Post Meeting Results

Mtg	RSVP	Attd	YM-Enl Attd	Walk ins	Non Mbr	No Show /IOU	No Show Paid	Unpaid	Owed	Act Net	Other \$ Trf	Rev Net	Reg Cost	Act Meal /Person	Pay Advance Fees/Person	Tot Cost	Ebrite Use Fee	PDHs
15-Feb	67	65	8	2	9	0	0			\$174.77	\$0.00	\$174.77	\$35/\$30	\$28.79	\$4.11/\$3.77	\$32.90/\$32.56	\$9.99	34
18-Apr	67	60	8	0	1	3	3			\$80.72	\$0.00	\$80.72	\$35/\$30	\$28.79	\$4.11/\$3.77	\$32.90/\$32.56	\$18.21	35
13-Jun	75	71	4	2	10	1	1			\$213.80	\$0.00	\$213.80	\$35/\$30	\$28.79	\$4.11/\$3.77	\$32.90/\$32.56	\$18.21	44
17-Sep	58	57	9	2	7	1	1			\$159.84	\$0.00	\$159.84	\$35/\$30	\$28.79	\$4.11/\$3.77	\$32.90/\$32.56	\$9.00	38
Total		253	29	6	27	5	5		\$0	\$629.13	\$0	\$629.13						151
Average		63	7	2	7	1								\$28.79				38

ATTACHMENT 3

2024 San Antonio Post Membership (Goal: Increase IMs and SMs)

