

**SOCIETY OF AMERICAN MILITARY ENGINEERS (SAME)  
HUNTSVILLE POST**

Board of Directors (BOD) Bi-Monthly Meeting

Date: 10 December 2009

The meeting was called to order at 1135 hours on Thursday, 10 December 2009, at the Parsons Corporation office.

**Attendance:** The following personnel were in attendance.

NAME	POSITION
Phil Loftis	President
Frank Brown	1 <sup>st</sup> Vice President
Sally Parsons	Secretary
John Rivenburgh	Director
Betina Johnson	Engineer Camp
Lael-Ruth Tolley	Membership
Judy Wilson	Publicity
Kim Torrence	Young Members
Margaret Zaice	Awards
Charley Joyner	Scholarships
Tina Atkins	Activities

**AGENDA**

1. Previous BOD Meeting Minutes: John Rivenburgh moved and Judy Wilson seconded and those present approved the minutes of the 8 October 2009 BOD meeting as is.
2. Membership (Lael Tolley): Lael reported that we have 140 individual memberships to report in December. This is 15 more than the number reported in October.
3. Sustaining Member Update (Brian Osterndorf): Brian was not able to attend. Phil reported that Brian had provided him an update that we have 89 sustaining members with 350 members.
4. Budget (Amber Martin). Amber was not able to attend, but e-mail her update as of 30 November 2009:
  - Regions Balance: \$ 50,676.92
  - Ed Jones Balance: \$30,713.46
  - Pioneer Balance: \$16,750.31
5. Programs (Dennis Bacon). Dennis was not able to attend, but Phil reported that Dennis is lining things up.

6. Scholarships (Charley Joyner): Charley provided a handout. Charley asked if anyone remembered why the William Earl Bower Memorial Scholarship is offered only to freshman or sophomores. Do we have a reason for that? Judy thinks it was to reach students early enough in their academic career that this might influence them to major in engineering. Frank suggested that two \$3K scholarships would be simpler to handle logistically in that we could pick the top two candidates and be done. Some years we've had no applicants for one scholarship or the other. Frank Brown and John Rivenburgh recommended we not change this requirement. No motion necessary since this was only a general discussion. Charley commented that this past time we had more applications than Charlie had ever seen.
7. Activities (Tina Atkins): Tina report that she had mailed 400 lbs of goodies to the engineering staff at Camp Victory (MNC-1 C7.) . Eighteen boxes were sent on 9 Nov and have already been received in Iraq. She reported that LTC Bailey said the troops will send pics and thank you notes. After the packages had been sent, Tina received toothpaste and approximately 140 toothbrushes; she will send these to Iraq, too. She reported that Mathcounts is usually in early February, but due to a schedule conflict, it now looks like it will be one of the last two Saturdays in Feb. (Tina later reported Mathcounts will be 20 Feb 2010). Judging for North Alabama Regional Science Fair will be March 4, 2010 and judging for the Alabama State Science Fair will be April 2, 2010.
8. Golf Tournament (Art Holcomb): Art was unable to attend. Initial accounting: cleared just over \$13K. Jeff Jones is taking over from Art and that he's looking to find some other place. Sunset landing charges \$41 and we charge golfers \$55. The Huntsville Country Club wanted to charge \$75. Judy suggested looking at Canebrake in Athens. John Rivenburgh suggested we look at raising amount to \$60 or \$65. Phil suggested increasing the price to sustaining members since neither has been changed and the individual amount doesn't reflect what other tournaments in this area charge. The benefit of Sunset Landing is that it's a fast course, not a 6-hour marathon. Jeff Jones also suggested two additional contests using the putting green and chipping green. Adding two holes means that we can add four additional teams. John suggested that we ask Jeff to look over options and present his thoughts at the next BOD meeting.
9. Engineer Camp (Betina Johnson). Betina reported that applications will be coming out in January- February and are due in April. Last year she used Career Councilors to get the word out, but that didn't work out well. Betina is working on other options. She's contacted individual webmasters for the various schools but didn't get any responses. The only webmaster who did respond was the Huntsville City Schools main webpage. It was suggested that she reach out to the SAME membership and the sustaining member lists. Someone suggested she also reach out to the Civil Air Patrol. She could also put an ad in the Huntsville Times newspaper. Judy suggested interviewing a local past winner as a way to lead into the announcement. Tina Atkins said she'd be glad to hang up an announcement in the Decatur library; Sally Parsons said she'd do the same for Huntsville-Madison County's Main library.

10. Website (Steve Bong): No update.
11. Awards (Margaret Zaice): Margaret reported that we have Engineering Week on 14-20 Feb and that the application for awards has been redesigned to improve the quality of applications. An announcement e-mail has already been sent out. She will get an announcement on our Post web site and will send out reminder the week before applications are due. The Banquet will be in UAH ball room on the Wed of Engineering Week. John Rivenburgh mentioned that we need to encourage application for awards at the national level as well. Boyce Ross will be head of the selection committee for our Post awards.
12. Publicity (Judy Wilson): Judy reported that the Redstone Rocket continues to give us all the coverage she provides. Moving off post will make it easier to invite media to newsworthy meetings, such as the science fair awards. Phil mentioned that we'll also do presentations of scholarships at same time, another newsworthy event. Frank asked if we have anyone who has submitted articles the Military Engineer magazine as it's a streamer requirement. Judy said she thinks Al Reisz has.
13. Young Members (Kim Torrence): Kim reported on the student chapter at Alabama A&M. She said that they had an organization day, but the SAME student chapter wasn't yet an "official" registered organization. She's reached out to IEEE and NSBE and students are starting to reach out to her with questions. The students thought they had to be military to join SAME. She has been educating them that military service is not a requirement of SAME. John Rivenburgh suggested that Kim reach out to the national SAME student coordinator for a boiler plate for a student post constitution. He also suggested we reach out to Harry Spear (Constitution) to assist Kim. Betina Johnson said that she will connect Kim to Dr. Kate Leonard at UAH for assistance as well.
14. Constitution and By-Laws (Harry Spear): No Update.
15. Training / Professional Development Hours (Boyce Ross): Boyce was not able to attend. Phil reported that PDH seminars are scheduled for 10 and 17 Dec at UAH in the Technology Hall, Room S105. Margaret received 6 awards from Phil for the PDH presenters.
16. Newsletter (Sharon Chittam): No update.
17. Mailing list (Deborah Walker): No update.
18. Sustaining Members Update (LTC Bailey): No update.
19. Nominating Committee (Frank Brown): No update.
20. Old Business:

A. We need to finalize the 2010 Budget. Phil will send out the budget Amber Martin sent him electronically to Board members. He will ask for comments to be sent to Amber with courtesy copy to Phil with suspense of 15 Dec. Then Phil will send the final draft out for vote so that the 2010 Budget can be finalized before the end of December.

B. Phil asked Frank to pull documentation together for this year for the new Streamer Committee. The date due is 1 February.

21. New Business: Phil Loftis reported that we need to get an audit of the Post's financial books by end of calendar year. He wants to do this every year. The RM person who used to do this for our Post has left the Corps. Phil will check with Donna Rovere to see if she'll do the audit.

John Rivenburgh moved that we close the meeting at 12:42 PM. Frank Brown seconded. The rest of the board concurred and the meeting concluded.