



Capitol Club Chapter Board of Directors Meeting Minutes of March 3rd, 2015

Attendees (Quorum = 7):

- Board of Directors (BoD = 12): Voting directors: Geoff Leighton (P), Bill Reed (VP), Jim Taber (S), Pete Friesen (T), Bob Lindseth, Paul Vale, Joel Harding, Joe Durso and Kevin Crouse.
- Via telephone: John Irza, Chopper Lamb, Troy Orwan
- Guest member(s): Mike Dolim and Glorianne O'Neilin

President's (P) Opening Comments/Welcome Discussions (Geoff Leighton):

- President Leighton called the meeting to order at 12:00 PM at AOC headquarters. He welcomed everyone and for attending in person and via telephone.

Secretary's (S) BoD Historical Minutes Report (Jim Taber):

- Minutes for the February meeting were reviewed. Joel Harding motioned that the minutes be accepted, it was seconded by Pete Friesen, and the minutes were approved. For communications and transparency, the meeting minutes are posted on our CC web site: www.dccapitolclub.com.

Treasurer's (T) Financial Report (Pete Friesen):

- For February, the CC had a total of \$35166.52 of operating funds.
 - o Checking account balance was \$3313.74
 - o Money Market balance was \$8688.32.
 - o Money Market Certificate 4/04/15 was \$10072.14
 - o Money Market Certificate 3/08/15 was \$13487.74
- Geoff Leighton motioned that both Money Market Certificates be rolled into a single 1 year Money Market fund. Bill Reed seconded and the motion passed.
- Total expenses for February were \$4866.25 includes
 - o \$252.68 to Jim Taber for Jan and Feb BoD lunch and Happy Hour events
 - o \$182.75 to Jim Taber for Wix website expenses
 - o \$3900.00 to Kevin Crouse for expenses associated with the Cyber Conference
 - o \$262.29 to Joel Harding IO Class expenses
 - o \$268.29 to La Prima Catering for the February luncheon
- Total receipts for February were \$1314.45 from PayPal for the January Cyber Conference.
- Educational Foundation had operating funds of \$5288.12.
- Cash on Hand totaled \$132.75
- Bob Lindseth motioned the Treasurer's Report be accepted, Paul Vale seconded, and the Treasurer's Report was approved.

Program Committee Report (Kevin Crouse):

- Kevin confirmed the luncheon by Dr. Charles Clancy on March 9th and Troy Orwan in April
- No update yet on the GTRI symposium
- Bill Reed spoke to George and learned NRL leadership is not willing to sponsor an event right now, but may be able to conduct a symposium in September.
- Bill Reed noted that we still need 3 more events to satisfy our CoY requirements
 - o **[action]** Bill will contact Barry Fell to see if he can sponsor a ½ day symposium at DARPA
 - o **[action]** Joel Harding is looking into doing a ½ day IO class

- Kevin mentioned he would like someone to take over posting events on the Capitol Club website. **[action]** Joel Harding volunteered to assume the new Program postings.

Awards (Joe Durso):

- All 2014 awards have been presented with the exception of CPT Mike Watkins, USMC. Joe is preparing a written proclamation of the award and will forward that, along with the plaque, to CPT Watkins via mail on behalf of the Chapter.
- The final Chapter award not presented at the 2014 end of year holiday event was presented to Kathleen Reilly at the recent Chapter Social gathering in Sterling. Jim Taber presented Kathleen with her Exceptional Service award at that time.
- Joe thanked Jim Taber for his presentation at Schafer in February and noted how many new faces there were (mostly from National Instruments). This is a testament to John Irza and Paul Vale for getting the word out via email and Facebook.

Membership (Donya He):

- Donya was not able to attend the meeting, but Glorianne O'Neilin reported the new numbers. Numbers as of March 3rd, 2015:
 - 937 total members (up 47 from last month): 22 new members have joined in January 2015. 17 people are marked for suspension and will be removed on the 10th of March.
 - Donya sent an email to each of the members on the suspend list (those who have email listed) to encourage them to renew for FY15.
 - Donya sent new members emails welcoming them to the Capitol Club roost.

Outreach Committee (Kathleen Reilly):

- Kathleen was not able to attend the meeting.
- Geoff Leighton asked whether we could increase attendance at HHs by focusing on a company at a time and make a personal invite to "meet and greet" CC members in that firm. **[action]** John Irza volunteered to contact the CEO of EWA to see if we could meet with their members at the next HH (or future one) at the Sweetwater Tavern in Sterling.

Newsletter (John Irza and Paul Vale):

- March Crow Call newsletter was published.
- Emails were sent out twice for recent events resulting in good attendance at the luncheons and conferences.
- Paul encouraged all members to "like" the Capitol Club on our Facebook page. The more we get "liked" the more we move up in search engine results.
- John mentioned he read recently that Pinterest can drive up traffic to our website even more than Facebook.

Old Business:

- Geoff Leighton recommended that we post Schafer as a Premium Sponsor on our website for free for hosting so many of our events. Geoff motioned to make Schafer's sponsorship complimentary, Bob Lindseth seconded and the motion passed. **[action]** Jim Taber to post Schafer on new website.
- Geoff acknowledged Beckett's and Jim's nice efforts in creating our new club website.

New Business:

- Paul Vale mentioned that we could increase our visibility in the EW community by collaborating with the International Test and Evaluation Association. Paul proposed that we cross email each other's members lists when we have events like luncheons and symposiums. **[action]** Paul will contact ITEA to see if they are interested in cross-marketing.
- Now that the Maple Leaf Chapter is up and running with a new president, Mr. Tuhin Das. Geoff suggested we find some ways to begin our twinning opportunities. CANSEC is May 27-28. **[action]** Geoff will be attending and will coordinate with Tuhin on a possible MNF briefing at the AOC International Convention. Geoff will also coordinate with Shelly Frost.

- *[action]* As in previous years, Bob Lindseth has graciously volunteered to organize AOC volunteers for the annual symposium.

A motion was made to close the meeting by Geoff Leighton; it was seconded by Pete Friesen, and approved by the BoD. The meeting was closed at 1:00 PM. The next CC BoD meeting is April 3rd, 2015 at AOC HQ. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,

Jim Taber
Secretary
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