



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

Attendees (Quorum = 7):

- Board of Directors (BoD = 15): Voting directors: Geoff Leighton (P), Bill Reed (VP), Jim Taber (S), Pete Friesen (T), Bob Lindseth, Paul Vale, Joel Harding, Kathleen Reilly, Joe Durso, Kevin Crouse, and Donya He.
- 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. Geoff congratulated Kevin for an outstanding Cyber Symposium with ADM Rogers.

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

- Minutes for the January meeting were reviewed. Bill Reed motioned that the minutes be accepted with the spelling correction noted, it was seconded by Bob Lindseth, and the minutes were approved. For communications and transparency, the meeting minutes are posted on our CC web site: www.aoccapitolclub.com.

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

- For January, the CC had a total of \$39092.32 of operating funds.
 - o Checking account balance was \$6865.54
 - o Money Market balance was \$8687.94.
 - o Money Market Certificate 4/04/15 was \$10065.30
 - o Money Market Certificate 3/08/15 was \$13473.54
- Total expenses for January were \$665.39 includes \$425.39 to Joe Durso for Awards expenses and \$240.00 payout to Image Prep for club logo creation.
- Total receipts for January were \$242.45 from Jim Gigrich of Keysight Technologies (from July 2014 PayPal deposit).
- Educational Foundation had operating funds of \$5288.12.
- Cash on Hand totaled \$132.75
- Chopper Lamb motioned the Treasurer's Report be accepted, Pete Friesen seconded, and the Treasurer's Report was approved.

Program Committee Report (Kevin Crouse):

- Kevin reported that the Cyber Symposium had great attendance (over 40 people). He thanked Paul Vale, Bill Reed and Jim Taber for helping with the event.
- Joel's IO classes also had excellent attendance (23 students) and was well recieved. Bob Lindseth mentioned this was an exceptional event that was very interactive and much cross-learning from each of the experienced attendees.
- Geoff congratulated both Kevin and Joel on their outstanding efforts to conduct these programs.
- Bill Reed asked Joel if he could sponsor a similar IO event in early fall. This will help our Chapter of the Year scoring. Joel and Kevin agreed to work together on running a fall IO event.
- Kevin confirmed the February 18th luncheon at Schafer TMD.
- The Hume Center is planning on speaking on March 9th, but agenda is TBD. Kevin is working it.
- Bill Reed mentioned that Bob Beasley is interested in supporting a GTRI event. Bob is working with Bill to coordinate for an April event.

- Bill Reed is coordinating with George on an NRL Symposium for May or June. The theme of the symposium is "On-board Countermeasures Technologies". Bill is looking for speakers from industry. If you are interested in presenting, send Bill an email so he can develop a program with George and Dr. Klem at NRL.
- Bill Reed also updated the board on our CoY progress. We have completed 6 of the 12 required activities:
 - o Social events (happy hours)
 - o All BoD meetings completed
 - o Communications: need 1 more newsletter to meet requirements
 - o Still need short chapter symposium/tutorial
 - o Need 3 chapter advocacy events. We completed one with the NI Days, but still need 2 more. Ideas for these include STEM event or volunteer for at a local High School science fair. Thomas Jefferson HS was mentioned as one excellent candidate. Bill Reed approached Ken Miller about working with the incoming Congressmen, though Ken feels the new Congress is still getting their feet wet. Geoff believes we should focus on advocating with schools who need help with STEM and Science Fairs.
 - o Lots of discussion on the topic of an IO advocacy event. Joel feels this could be an excellent event, though logistics and legal came up as possible issues. Will also need to hone the story to get speakers.
 - o Bill will coordinate the duties if the BoD members are willing to assist.

Awards (Joe Durso):

- The CapClub is resubmitting the 3 nominees to National. Joe thanked Glorianne O'Neilin for her help in getting our submissions processed.
- Two chapter awards still need to be presented:
 - o Captain Watkins – hope to slot him in at an upcoming Schafer event
 - o Kathleen Reilly for Outstanding EW Advocate
- Joe thanked Kevin Crouse, John Irza and Paul Vale for their outreach works in getting the word out about award recipients.

Membership (Donya He):

- Donya reported membership stats and noted many new members were from CACI. She proposed holding a HH event in Sterling to get additional members to sign up. Numbers as of February 3rd, 2015:
 - 890 total members: 29 new members have joined in January 2015. 20 people are marked for suspension and will be removed on the 10th of February.
 - 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 reserved a spot at Sweetwater Tavern in Sterling for the Feb 19th "Thirsty Third Thursday" happy hour at 4pm. Will work with Joel to create a flyer for posting at companies in the area.

Newsletter (John Irza and Paul Vale):

- Next newsletter will focus on the Holiday Party and Cyber Symposium with a possible Special Edition centered on Joel's recent IO class.
- Paul reinforced the need to promote events via email and special interest groups (like EWBM). Need to promote our events early and often to ensure good attendance.

Old Business:

- The Air force RFI for Future Electronic Warfare Receiver Systems submission date has passed, but there is still a standing question on how the Capitol Club can participate when the official RFP gets released?

New Business:

- Professional Integrity for AOC Directors. Membership has raised concerns that there may be insufficient separation of duties and financial compensation wrt to AOC directors. A proposal has been made that our regional director present to the national board for incorporation in our association constitution and bylaws that: no chapter or national board member may be compensated by the association for additional services related to their position, e.g. outside those directly to their association director responsibilities and function. No director may be an association compensated "consultant" to the association in relation to being a current association director, and no director shall invoice other entities for work associated with their director activities or functions.
- **[action]** Chopper has raised this issue in the past. Chopper and Geoff will discuss how to raise the issue to National.

A motion was made to close the meeting by Bill Reed; it was seconded by Geoff Leighton, and approved by the BoD. The meeting was closed at 12:52 PM. The next CC BoD meeting is March 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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