



## Capitol Club Chapter Board of Directors Meeting Minutes of April 5, 2016

### Attendees (Quorum = 7):

- Board of Directors: Jim Taber (P), Pete Friesen (T), Bill Reed (S), Bob Lindseth, Geoff Leighton (IPP), and Laura Sunden
- Via telephone: Chopper Lamb, Kevin Crouse, Donya He, Jeffry Snyder, Paul Vale
- Guests: Mike Dolin

### President's Opening Comments/Welcome Discussions (Jim Taber):

- President Taber administered the oath of office to Laura Sunden, our newest appointee, prior to the BoD meeting.
- President Taber called the meeting to order at 12:00 PM and welcomed all. Jim thanked Mike Dolin, AOC National Executive Director, and the CC BoD for being there. He thanked Bob Lindseth for taking minutes at the February meeting. Jim acknowledged Joel Harding, who recently resigned from the CC BoD due to other personal commitments, for his outstanding contributions to the CC BoD and to the AOC overall.
- Jim welcomed Laura, who will be the Outreach Chair for the CC BoD.

### Secretary's (S) BoD Historical Minutes Report (Bill Reed):

- Minutes for the February meeting were reviewed. Bob Lindseth motioned the minutes be accepted, it was seconded by Pete Friesen, and the minutes were approved as written. For communications and transparency, the meeting minutes are posted on the Capitol Club web site: [www.dccapitolclub.com](http://www.dccapitolclub.com).

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

- Pete provided the March 2016 financial report:

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Checking Account:	\$10,499.29	-	\$0	\$10,499.29
Money Market:	\$12,275.48	\$0.97	\$0	\$12,276.45
MM Certificate:	\$20,155.85	\$16.78	\$0	\$20,172.63
<b>Total Operating Funds:</b>				<b>\$42,948.37</b>

Cash On Hand:	\$132.75	\$0	\$0	\$132.75
---------------	----------	-----	-----	----------

<u>Educational Foundation</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Savings	\$7,041.10	\$0.28	\$0	\$7,041.38

- Bob Lindseth motioned the Treasurer's report be accepted, it was seconded by Geoff Leighton, and the Treasurer's report was approved by the BoD.

### Program Committee Report (Kevin Crouse):

- Planning was underway for Dr. Bob Elder's presentation at Schafer on 30 March. Kevin noted that he already had 26 attendees.
- Kevin noted he was planning a luncheon presentation from TDI in late April at Shafer.
- The CC award will be provided to Shafer at one of the upcoming meetings. This has been delayed due to scheduling conflicts with Shafer representative.
- Jeffrey Snyder gave an update on planning for the Town Hall to be held at Raytheon's Washington Office in Rosslyn on 3 May 0730-1200 hrs. It will feature a presentation by Gen. Jim Keffer, (Ret) on the topic of: "The Future of U.S. Cyber Command: An Insider's Perspective". Jeff noted that extra security has been secured for this event and all must pre-

register. The event flyer has been sent out. Breakfast for this event is “no charge” for members. Non-members will pay \$25.00 which will get them a membership in the AOC. There was discussion of many of the industry and government IT departments were blocking access to the site to register for this event. It was noted that some individuals were successful at registering from their home computer vs doing it from work.

- Paul will send a blast email to all members reminding them to register for this event.
- Paul is also managing the CC Facebook site and will put an announcement there.
- Jim Taber has a list of the attendees who have paid.
- Laura made a recommendation for all CC BoD members who have a LinkedIn account to forward the information on this event to their friends.
- GTRI is scheduled to have their annual symposia/tutorial in May (probably end of May), but Kevin has had trouble contacting Dr. Bob Beasley, GTRI, for confirmation.
- Kevin is planning a technical meeting in June featuring Dr. Keith Williams on the topic of Gallium Arsenide (GaN) chips. Information will be forthcoming shortly.

#### **Awards (Joe Durso):**

- We have two nominations for the National awards slate- we need a third nomination before the May 1 deadline. Joe is ready to accept any nomination from the Board or at large from the Chapter membership.
- Joe will have the Awards packets complete and submitted to Glorianne at National before the May 1 deadline.
- Jim Taber and/or Kevin Crouse will present Chapter Awards to the three Schafer Corp recipients at an upcoming luncheon that Kevin will finalize and coordinate.
- Jim Taber, Bill Reed, and/or Joe Durso will present the remaining Chapter Award to Dr. Williams of NRL at a luncheon in which Dr. Williams will be the featured speaker. Dr. Williams is looking forward to the opportunity to speak to us and receive his award on a date we finalize. He is standing by to mark his calendar for a day in May or June.

#### **Membership (Donya He):**

- Donya reported the membership numbers as of April 1st, 2016
  - 954 total members, 9 new members, 21 members on the suspension list for February. The people on the suspension list are mostly industry members.
  - Donya will send an email to each of the members on the suspend list (once I get the email list from Dawn) to encourage them to renew for FY16. Donya will send new members emails welcoming them to the Capitol Club roost.
- Donya noted approximately 13% of people are not at the address provided to National when they initially joined the AOC. Jim noted that he had the same problem when he was Membership Chair. Bill added that many of the companies pay for their employees to be AOC members and that once an employee leaves that company, the email is not updated by the member.

#### **Scholarship and Fundraising (Jeffry Snyder):**

- Jeff is working on new sponsorships for the webpage.
- Jim Taber will work with Virginia Tech to find a candidate for an award.

#### **Outreach (Laura Sunden):**

- President Taber introduced Laura as our new Outreach Chair.
- Laura provided a presentation and proposed several outreach ideas for the remaining months of 2016:
  - April: Bowling @ King Pinz, Leesburg, VA
  - May 15: Fun Run (3K/10K) @ Capitol Hill Classic
  - May/June: Kennedy Center Show – *Shear Madness*
  - June: TopGolf Team Outing, Alexandria
  - July: Washington National Cruise & Game

- July: Happy Hour/Live Music/Medieval Madness at Jon Strongbow's Tavern, Alexandria
- September: Cirque Du Sole, Tysons Corner
- September: Wine & Food Tasting Event @ Doukenie Winery, Purcellville, Va
- September: Wine Tasting Event – Bus Tour on Fauquier Wine Route, Barrel Oak Winery and Pearmund Cellars.
- October: Beer Tour, DC and Stafford, Va
- October: Oktoberfest, "Rheingarten" Restaurant, Stafford, Va
- November: Washington National Hockey
- December: The Comedy Club, DC
- Laura has some great ideas. If you haven't seen the presentation please take a look, she emailed it to the CC BoD for review and comments.
- Laura was asked by the BoD to look into doing a bowling event the last week of April.
  - There was a motion by Bill Reed for the CC to provide up to \$200.00 for members to bowl for free as an outreach event, it was seconded by Pete, the motion passed.
  - There was discussion about making this a fund raiser by providing \$1.00 for every strike to a local charity. Many bowling centers will do this if asked in advance.
  - Laura will follow up, provide details, and select a date.

#### **Old Business:**

- **Budget/approval for remainder of FY:** President Taber reviewed the proposed spending plan that was sent out to all BoD members and asked if there were any discussion or comments. Since there were no comments, Pete Friesen motioned the proposed spending plan to be accepted as presented. Bob Lindseth seconded, and the motion passed.
- **ByLaws and Constitution Update:** Chopper is reviewing and will attempt to bring the Constitution and ByLaws into the 21<sup>st</sup> century. He just received electronic versions of the documents from the CC Secretary and will begin this arduous task in the April time frame.

#### **New Business:**

- **Elections/Nominations Committee:** President Taber noted that it is that time of year again where all CC members can cast a ballot for their BoD members. He asked for at least three volunteers to make up the FY16 Nominations/Election Committee. Pete Friesen, Bob Lindseth, and Bill Reed volunteered to run the Committee. Elections should be conducted in the June/July time frame.

Since all agenda items were discussed, Geoff Leighton motioned for the meeting to be closed; Bob Lindseth seconded; and the motion was approved by the BoD. The meeting closed at 1:10 PM.

The next CC BoD meeting is May 2nd, 2016 at AOC HQ. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,

William Reed  
Secretary  
Capitol Club  
P. O. Box 25333  
Alexandria, VA 22313