



20770 US HIGHWAY 281 N
STE 108, PMB 451
San Antonio, TX 78258-7500

March 12, 2023

MEMORANDUM FOR SAME MEMBERS

FROM: San Antonio Post Secretary

SUBJECT: Post Board Meeting Minutes, February 23, 2023, Zoom/In Person Meeting

Board Members present are in BOLD:

President	Mr. Zakary Payne
Vice President	Mr. Rene Cortez
Past President	Mr. Joshua Graham
Secretary	Mrs. Cassandra Price
Assistant Secretary	Sarah Fowlkes
Treasurer	Mr. Sam Hutchins
Assistant Treasurer	Mr. Steve Holt
2nd Assistant Treasurer	Mr. Dick Kochanek
Industry Gov. Engagement Director	Col. John Baker
Service Mem. & Veteran Supp. Director	Mr. Dean Hartman
Service Mem. & Veteran Supp. Coord.	Mr. Mike Monreal
Service Mem. & Veteran Trans. Coord.	Mr. Marcus Henneke
Leadership & Mentoring Director	Ms. Don Gleason
Fellows Director	Mr. Glen Turney
Resilience Director	Mr. John Enyeart
Young Professional Director	Ms. Amanda Navarro
Individual Member Director	Mr. Ed von Dran
Sustaining Member Director	Mrs. Michele Torres
Military Enlisted Affairs Liaison	VACANT
K-12/STEM Outreach Coordinator	Mr. Scott Mikos
College Outreach Coordinator	Mr. Terry Watkins
SAME E&C Camp Coordinator	Capt. Varsha Savalia
STEM & College Outreach Director	Mr. Harold Eberbach
UT Student Chapter Mentor	Mr. Rick Galloway
UT Student Chapter Mentor Assistant	Ms. Lily Cartwright
UTSA Student Chapter Mentor	Mr. Terry Watkins
Texas A&M Student Chapter Mentor	Mr. John German
Scholarship Director	Mrs. Diane Glass
Small Business Coordinator	Ms. Sarah Fowlkes
SAME National Event Liaison	Ms. Bonnie Hopke
Golf Committee Chair	Mr. Michael Beach
Leadership Lab (LLAB) Director	Mrs. Cathy Bond
LLAB Co-Director	Mr. Sam Barnett
Social Media Coordinator	Mrs. Amy Shirlberg
Newsletter Editor	Mr. Dick Kochanek
Website Manager	Mr. Dick Kochanek
Awards Committee Chair	Mr. Dick Kochanek
Holiday Celebration Chair	Ms. Hilda Quinones

1. Any revisions to the Jan 26 Post Board meeting minutes at <https://classic.same.org/Get-Connected/Find-a-Post/San-Antonio/Leadership/Meeting-Minutes>

2. Finances/Budget:

Cassandra said only revision was to correct the spelling of Sarah's name. APPROVED as written.

- *Attachment 1* is the 2023 Budget with expenses as of Feb 19.
- Sam met with the 2022 Post Auditors (Bill Meyers and Steve Holt) on Friday Feb 17 and provided them the budget information. Their goal is to complete the audit by the end of March.

Sam Hutchins indicated that most of the expenses for the SBMRF had already been paid, but there were a few bills which will come in after the event is complete.

3. 2023 Appointed Board Positions:

- Zakary Payne appointed Scott Mikos to the STEM Coordinator position.

FOR THE RECORD

4. Post Contract Execution Authority Renewal:

- At the Jan meeting the Board approved re-issuing the authority for Chairpersons and POCs of major program/activities to sign contracts on behalf of the Board/Post when the activities and their related budgets have been approved by the Board IAW the Post Bylaws, Article V, paragraph 3 (see <https://www.classic.org/Portals/0/posts/satx/documents/bylaws2020.pdf>).
- The Board added that Board members, however, must remain aware of the requirement to have SAME review new major contracts (that involve large expenditures, room guarantees, etc.) before signing. There was some discussion about which contracts are “major” and required SAME review.
- Dick is proposing that we require SAME review for any event with estimated gross revenue of \$5,000 or more.

The Board APPROVED to require SAME review of contracts for events with an estimated gross revenue of \$5,000 or more.

5. Post Mar SBMRF:

- SBMRF Committee member to provide update on the SBMRF

Sarah Fowlkes and Bonnie Hopke provided update

- **Sarah Fowlkes is getting slides from the presenters**
- **Sarah Fowlkes needs flags and pull ups**
- **Bonnie Hopke stated we ran out of space at Embassy Suites – we have rooms secured at a second hotel, Home 2 Suites**
- **310 people are registered – which is the roughly the same as prior years. We have more exhibitors and sponsors than we have had in the past**

- **We plan to exceed our revenue projections**
- **Sarah Fowlkes recommended that we go back to two full days to allow more panel discussions**
- **Bonnie Hopke stated that we were able to accommodate everyone that wanted some space - some nonprofit and government booths that will be put in a separate room. We have room for two more exhibitors but had to stop accepting so that signs could be made in time.**
- **Sam Hutchins asked if another deposit needs to be made. Sarah Fowlkes will find out and get back to Sam.**

6. Post Golf & 2023 SAME JETC Support:

- May 1 Golf registration is open at https://www.eventleaf.com/e/San_Antonio_Post_Scholarship_Golf_Tournament_2023 .
- Link is on SAME JETC schedule page at <https://www.samejetc.org/schedule.cfm>
- SAME volunteer opportunities at <https://www.signupgenius.com/go/10C0D4BAEA62BA6FCC34-20232> advertised to Board, Field Chapters and Members Feb 14-17
- **Zakary Payne briefed – golf registration is open. We have one golfer registered and one sponsor signed up. If you went on to the JETC site, there is a link to get to our registration page. Michael Beach will be heading out there in the next week or so to check out the venue.**
- **Dick Kochanek asked if we decided on transportation. Zakary Payne said that he does not recommend that we offer transportation – it is a quick Uber ride.**

7. Leadership & Mentoring:

- Leadership Lab
 - 13 Feb – lab was hosted by David DeMartino and Rick Cavada at OESC. David spoke about his experiences that taught him great leadership lessons. Then we discussed the book Five Dysfunctions of a Team by Patrick Lencioni. The students got a great feel for developing vulnerability trust and the impact of not having that in having productive conflict and creating buy-in.
 - 17 Feb – lab had their team building exercise at Newcombe Ranch. The cold didn't impact four members being present and learning valuable lessons on communication as well as testing their internal fear on high wires
 - 27 Feb – next meeting hosted by Spec Pro. Don Gleason will talk about their social media profile using LinkedIn and how to leverage that platform for networking to advance their career. Additionally, the team will discuss Speed of Trust by Steven Covey. Trust is that sometimes hard to build skill which organizations are built upon. One that's tough to build but so easy to lose
- **In addition to the information above, Cathy Bond stated that the Leadership Lab team will be volunteering Saturday at the Headwaters to move an invasive species of plants.**

- **Zakary Payne mentioned that Victoria Mechtly, at the National leader development program, has a really good presentation on social media branding. Zakary Payne is going to get with Don to see if she can present it at our leadership lab. If not for this year, then maybe for the next session.**
- **Sam Hutchins said that he hasn't seen anything to pay for the Newcombe Ranch team building event. Cathy Bond stated we have a \$140 bill. Don Gleason was going to pay for that with his credit card and ask for reimbursement. However, since Sam Hutchins is getting points on his card, maybe we should go through him. Sam said he could but the \$140 is not going to make a big difference regarding points.**
- **Zakary Payne mentioned that SAME President Cindy Lincicome reached out to get some blurb from us about the Leadership Lab that she wants to highlight nationally – cool opportunity for us to get some post recognition nationally.**

8. Young Professionals:

- Amanda Navarro attended the monthly YP COI call held on 2/9:
 - There are 3 steering committee vacancies: Chair of Communications, Vice Chair of Communications, Vice Chair of Programs
 - There is a push to get YPs involved as guides for E&C Camps
 - Corey Weaver will no longer be Chair starting in May, new Chair will be Suzanne Grix
- YP Virtual Event planned for 3/3. Amanda will be talking about the Young Professional program, share opportunities the SA Post offers, and ones discussed in YP COI call, and get input on future events and areas the YPs are interested in growing in.

INFORMATION UPDATE ONLY

9. Meeting Programs:

- We had 53 reservations and 50 actual attendees for the Feb 16 meeting. Net for the meeting was **-\$117.88** and the revised net was **-\$21.88** after transferring \$96 from Field Chapter Support funds. Loss resulted from having multiple speakers and other guests attend from Laughlin AFB.
- Attachment 2 is the result summary for the 2023 Post meetings to date.
- John Baker is working speakers for the Apr 20 and Jun 15 Post meetings.

Dick Kochanek stated that we had a loss from last post meeting because we didn't know that Laughlin would be sending up six people. We transferred money from the Field Chapter Support funds.

10. College Outreach:

- John German participated at Feb 9 TAMU Student Chapter meeting:
 - The meeting was led by Coy Garner, current student president of the chapter, and five other students participated. Also attending were Wendell "Buddy" Barnes and Justin LaPorte of the Houston-Galveston Post, TAMU Faculty member Trey Morgan, and the Student Chapter Faculty Advisor, Dr. John Walewski, Civil Engineering Department Associate Professor.

Feb 2023 Board Meeting Minutes- FINAL

- The speaker for this event was Pat Brown, Senior Project Manager, Stantec, Inc, of Houston, Texas. He spoke about the water quality and supply problems currently occurring in Jackson, MS, and his role in finding solutions and managing the recovery of Jackson's public water supply system. The people of Jackson are currently on bottled water. Stantec is one of four companies selected to assess the water system, recommend solutions, and manage the implementation of those solutions. Pat is a return speaker to and a strong supporter of the Student Chapter.
- The group then discussed how to expand the membership of the Chapter. Options identified include improving the scheduling, organizing, and value of the Chapter meetings; increasing the public notification about the meetings and the prospective speakers; expanding the number of officers and creating committees to help manage the Chapter; and taking advantage of the resources available from the supporting Posts. Also, efforts should be expanded to pursue more students from Civil Engineering, Industrial Distribution, and the Corps of Cadets (with the assistance of the new Commandant).
- The UTSA Student Chapter had an exhibit table at Feb 18 UTSA Day to recruit more members for the Chapter. Terry Watkins indicates the Chapter members are very interested in getting a list of internships available with companies. Terry Watkins says that he can get info on the Jacobs internships but wanted to know if other sustaining member companies could also provide such a list.
- It doesn't appear that any of our student chapters will participate in the SAME College Innovative Design Project Challenge. One of the issues was the actual notification from SAME did not actually come out until Feb 6 and the first submittal due date is Feb 23.
- **John German emphasized that we support the Texas A&M chapter in conjunction with the Houston Galveston post. In partnership with Houston and Galveston, we are starting to get this student chapter back up and running. It was decimated during COVID-19 with people graduating and moving on to other things. The meeting was well attended and had a really good speaker with Pat Brown. Coy Garner is the student chapter president. Joshua Stein (won Bill Meyer scholarship) is also very active in this student chapter. John German feels we are making really good progress with this student chapter.**
- **Terry Watkins provided update on the UTSA Day. Some lessons learned were: 1. Need to have better representation to catch people's attention (e.g., robotics) 2. Opportunity to provide internship information to students**
- **Dick Kochanek said that we have tried in the past at Small Business Fairs to get job listings and internships. The issue at that time is that companies handle that internally and they already have the people lined up for internships. Rene Cortez suggests that we have exhibitors bring a QR code with a link to their listings or internship opportunities. Zakary Payne said it may be easier for us to add the company and hyperlink on to the website. Zakary Payne recommended sending out to the sustaining members to see who would be interested in participating and provide an HR link for their particular firm. Zakary Payne also recommended linking a "mail to" to an individual in the post for that company. Hilda Quinones recommended the LLAB use some of their money for an Alumni Event. Dick recommended that maybe having 3 or 4 large companies do a virtual zoom to discuss the opportunities they have coming their way. John German and Terry Watkins concurred – Dick Kochanek reaching out to sustaining members.**
- **Dick Kochanek said that none of our student chapters are going to participate in the SAME Project Innovation Challenge.**

11. STEM:

- Participation in local STEM events:
 - On Jan 28, Post Dick Kochanek and member Kelly Riley served as judges for the virtual Alamo Junior Academy Science fair.
 - On Jan 28 Dick Kochanek also participated as one of the judges in the virtual California Regional Facilitathon Competition.
 - Feb 3, Harold Eberbach, participated in St. Luke's Catholic School Career Day. Harold gave presentations in 5 classrooms with students ranging from Kindergarten to 3rd grade.
 - On Feb 18 Daniel Diaz, Harold Eberbach, Nancy Kalter, Dick Kochanek and Varsha Savalia participated as scorers in the Bexar Chapter MATHCOUNTS competition at St Mary's University.
 - On Feb 19 Von Bashay and Dick Kochanek participated in the Blue-Ribbon judging of the virtual Alamo Regional Science & Engineering Academy Fair (ARSEF). Blue Ribbon judging is for selecting the final winners of the top student projects selected on Feb 18 at the ARSEF.
- Upcoming volunteer opportunities - see <https://2023samesatxvolunteer.eventbrite.com>:
 - Mar 4 – John Jay HS STEM Fest - We are planning to have an activity table to present to the community and expose them to everything STEM related.
 - March 15 - 29: eCybermission, virtual judge opportunity of essays in various STEM categories
 - There is also the in-person Texas State Facilitathon on Apr 13-15 at the Omni in Houston.
- For E-Week we were planning on sponsoring a table for 8 at the Feb 21 Proclamation Breakfast at UTSA. Harold Eberbach had a temporary hold on a table, but with all that was happening with STEM activities we weren't able to work out the final details. Dick Kochanek with Harold Eberbach and Terry Watkins decided just to skip it for this year.
- The Director of the SAME Marine E&C Camp has sent out a request for financial support to help with the Camp (see *Attachment 3*). Buddy Barnes, former SAME President, has also encouraged other Posts in the Texas Region to support the Camp(s) following the example of the Houston Post which sent \$1,000 for the Marine Camp. We need to decide on whether we will provide some financial support to the SAME E&C Camps.
 - We have \$8,500 budgeted for the SAME E&C Camps to support students and mentors to those Camps. We expect to sponsor at least 5 campers as we have done in the past, support the travel of Janice & Joe Dombi to the USAFA Camp administrative staff and the travel of one or more mentors to the other Camps.
 - We also have \$3,000 in the budget for local Camp support for sponsorships of the SDA's Design Treasures event. SA BEST Robot Competition and any others that may come up.

- We also have \$3,000 in the budget for other STEM activities like the upcoming John Jay STEM Fest.
- **Zakary Payne asked what is done at aFacilithon. Dick Kochanek stated, the student or the teacher or a post-secondary student takes a quiz of 50 question about facility related things. After they take the quiz, they go into a room with three judges. The judges give a scenario for the student to provide a presentation of what they will do given the scenario. There is a secondary scenario that the student answers three questions. Each student is scored on their presentation and responses.**
- **Zakary Payne said he was contacted about the Marine E&C camp needing some financial support for this year's camp. The Houston post donated \$1,000. Zakary Payne requests that we match this donation. We have \$8,500 budgeted for the camps as well as \$3,000 budgeted for local camp support and \$3,000 for STEM activities. Dick Kochanek said we have only two people so far who have requested financial support for camps. Dick believes that we have enough in the budget. Zakary Payne put it to the board to donate \$1,000 to support –The Board APPROVED the \$1,000 donation to the SAME Marine E&C Camp.**

12. Field Chapter Updates:

- The members of the yet to be authorized Coastal Bend Field Chapter are having their first meeting on Feb 22 to cover the goals for the chapter, the overall goal of SAME, and simply getting to know one another over lunch. They have 15 people that RSVP'd for the event.
- Jill Murphy from SAME on Feb 9 indicated with respect to the status of the Coastal Bend Chapter that “We have not put any of the FCs into the new system. Still trying to iron out all the regular Post and membership issues. What I suggest is the Post keep track for now and when we get them set up properly, I can then enter whatever info you all have.”
- **Dick Kochanek said that Coastal Bend is currently holding a meeting. They got 15 attendees.**
- **Zakary Payne is going back out to Goodfellow the middle of March – his last visit there was a freeze, and the meeting was canceled. Cathy Bond said that she is going to be at Goodfellow on the 9th. If she can be of any use, let her know.**
- **Zakary Payne is going to schedule a meeting down to Laughlin.**
- **Zakary Payne asked if Fort Hood was still going. Dick Kochanek said he thought it was dissolved. Mike Monreal said the people who went to the Fort Hood chapter ended up going to the Fort Worth Chapter.**
- **Cathy Bond said she is meeting with some people down at Coastal Bend Chapter – Dick Kochanek to send her Matt Owens' contact information so she can get in contact with him.**
- **Dick Kochanek said the Austin chapter is struggling.**
- **Dick Kochanek said we should consider at least one field chapter mentor or a mentor for each of the field chapters dedicated. Currently Dick Kochanek does it all. Zakary Payne said the field chapters aren't attending the BOD. He recommended that we need to go out to the field chapters and make a presence and remind them that they have a place on our BOD agenda.**

13. Membership:

- The Jan SAME Membership Report showed us with 126 sustaining member companies/agencies and 1,112 individual members (individual members now include what we previously referred to a company/agency rep members)
- The Feb 9 special reports we requested from SAME showed us with 101 sustaining member companies/agencies and 903 individual members.
- One of the major changes under the new system is the grace period for membership renewals has been lowered to 30 days. So, if you don't renew your membership by 30 days after your Term Date, you will drop of our membership rosters.
- **Issues continue with companies trying to renew under the new system. Bonnie Hopke said that her company never found their invoice. When they went in to pay, they were told it wouldn't be active until March 1st. Dick said that Steve Holt's company paid the penalty and they didn't get the full year, they only gave them 10 months.**
- **Dick Kochanek said per each company, our post gets \$5 per each individual and 15% of the extra post fee per company**

14. Any Other Issues/Updates:

- Members to bring up other issues at meeting.

Mike Monreal briefed the SMVET team had a planning meeting. Started reaching out the SAME folks we would support (e.g., USO, Pink Berets).

15. Next Board Meeting: Thursday, Mar 30, at Laurel Heights United Methodist Church (location confirmation pending) – also on Zoom

//SIGNED//

Cassandra Price

Secretary, San Antonio Post

Approved as written:

//SIGNED//

Zakary Payne

Post President, San Antonio Post

Attachments

1. 2023 Post Budget as of Feb 19 (to Board Only)
2. 2023 Post Meeting Results
3. SAME Camp Sponsorships

ATTACHMENT 2

2023 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	PDHs
19-Jan	73	67	8	1	6	2	1	Cavada	\$32.00	\$66.00	\$0.00	\$66.00	\$32	\$27.59	\$3.90	\$31.49	35
16-Feb	53	50	5	1	8	1	0	McComas	\$0.00	(\$117.88)	\$96.00	(\$21.88)	\$32	\$27.59	\$3.90	\$31.49	27
Total		117	13	2	14	3	1		\$32	(\$51.88)	\$96	\$44.12					62
Average		59	7	1	7	2								\$27.59			31

ATTACHMENT 3



DEDICATED TO NATIONAL SECURITY

THE SOCIETY OF AMERICAN MILITARY ENGINEERS

[SAME CAMPS COI](#)

Cindy Miller

770-314-2205

Cindy.Miller@Jacobs.com

Jan 9, 2023

SAME STEM ENGINEERING & CONSTRUCTION CAMPS

SAME has been supporting science, technology, engineering, and math (STEM) events for over 30 years and conducting STEM camps for high school students for almost 20 years. Each summer, SAME Camps provide aspiring engineering students from across the country an opportunity for hands-on learning in collaboration with military engineers and SAME members.

There are 5 SAME national week-long camps:

- Navy Camp at Port Hueneme, CA 16-22 July 2023
- Marine Corps Camp at MCB Lejeune, NC 18-24 June 2023
- Army Camp at Vicksburg, MS 11-17 June 2023
- Air Force Camp at the US Air Force Academy 6-12 July 2023
- Air Force Camp at Scott AFB 16-22 July 2023

There is a significant amount of time and money required to run these types of camps. SAME is able to economically run these camps due mainly to the generosity of our local SAME posts, SAME Foundation, dedicated volunteers and donations from sponsoring companies/posts/organizations. The only paid persons who support the 5 SAME national camps is one person at SAME National and our registrar.

We would like to thank the many SAME Posts and SAME Foundation that provide financial support to sponsor campers and mentors but we could still use some help, especially this year as the cost of vans and food has risen dramatically. Consider sponsoring some of the camp activities!

If your SAME Post, company or organization would like to support the great work of the SAME STEM camps, we have the a list of items that you can sponsor. We will make sure that the campers are aware of your generous donation and welcome persons from your company/post/organization to present the item.

For example, if you sponsor a lunch, we will have the campers come together for a photo and present you with the photo that you can use to show your support for STEM activities. If you are in the area, you are also more than welcome to join us for the lunch and talk to the campers and staff.

One of our biggest expenses is the renting of numerous 15 passenger vans to transport the students around during the camps. If you would like to sponsor a van, we will have a magnetic sign made up for the side of the van with your company/post/organization's logo on it and keep it on there all week during the camp.



THE SOCIETY OF AMERICAN MILITARY ENGINEERS

[SAME CAMPS COI](#)

Cindy Miller

770-314-2205

Cindy.Miller@Jacobs.com

<i>Item</i>	<i>Suggested Donation</i>	<i>Camp</i>
Sponsor a lunch at camp	\$400	All
Sponsor a bowling night	\$750	Army
Sponsor a dinner at camp	\$500	All
Provide MREs for a lunch	\$400	USMC & Navy
Sponsor a van to transport campers	\$1,500	All
Ultimate Frisbees (with your logo on them for campers)	\$650	USMC Camp
Ice Cream Party	\$250	All
Karaoke Night/Dinner	\$750	Army
Military Challenge	\$500	Army
Scholarship for a camper recognized at camp*	Varies	All
Backpacks for students (per camp)	\$450	All
Building supplies	\$250	All
Tool replacement	\$100	All
Provide a young member (under 40) to be a mentor at the camp	Priceless! Please contact Cindy (information below)	All

* If you would like to give a scholarship for a student at one of the camps who has performed expertly at the camp, we can make arrangements with you for the type of student, type of scholarship and amount. Please contact Cindy Miller (below) to arrange.

There are many ways to show support for the camps! If you do not see an opportunity on the list above and you would like to discuss sponsoring the camps in another manner, please contact Cindy Miller, Cindy.Miller@Jacobs.com 770-314-2205 or any of our camp directors directly:

- Navy Camp at Port Hueneme, Allison Cantu allison.j.cantu.civ@us.navy.mil
- Marine Corps Camp at MCB Lejeune, Joe Angel jangel@wileywilson.com
- Army Camp at Vicksburg, Henry Dulaney henry.a.dulaney@usace.army.mil
- Air Force Camp at the US Air Force Academy, Scott Prosuch scott.prosuch@tetrattech.com
- Air Force Camp at Scott AFB 16-22 July 2023, Anthony Williams anthony.williams@woolpert.com

SAME STEM Camp Donation Form

Name of Company/Organization/Donor _____

POC: Name _____ Phone _____ Email _____

Current Date: _____

Item	Typical Amount Donated	Company Donation	Specific Camp*
Sponsor a lunch at camp	\$400		
Sponsor a bowling/pizza night	\$750		Army
Sponsor a dinner at camp	\$500		
Provide MREs for a lunch	\$400		USMC or Navy
Sponsor a van to transport campers	\$1,500		
Ultimate Frisbees (company Logo)	\$650		USMC
Ice Cream Party	\$250		
Karaoke Night/Dinner	\$750		Army
Military Challenge	\$500		Army
Scholarship for a camper			
Backpacks	\$450		
Building Supplies	\$250		
Tool Replacement	\$100		
Other:			

*Camps:

Navy at Port Hueneme

Army at Vicksburg

Marine Corps at MCB Lejeune

Air Force at USAFA

Air Force at Scott AFB

Please return to SAME STEM COI Cindy Miller 770-314-2205 Cindy.Miller@Jacobs.com