



Capitol Club Chapter Board of Directors Meeting Minutes of June 7, 2016

Attendees (Quorum = 6):

- Board of Directors: Jim Taber (P), Troy Orwan (VP), Bill Reed (S), Bob Lindseth, and Joe Durso
- Via telephone: Chopper Lamb, Kevin Crouse, John Irza, and Laura Sunden
- Guests: Glorianne O’Neilin and Shelly Frost

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

- President Taber called the meeting to order at 11:59 AM and welcomed all, especially Glorianne O’Neilin and Shelly Frost. He thanked everyone for making the meeting.
- He then announced the AOC President put out a memo expanding membership and said we have a responsibility as a Chapter to try to help.

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

- Minutes for the May meeting were reviewed. Bob Lindseth motioned the minutes be accepted, it was seconded by Joe Durso, 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.

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

- Pete provided the May 2016 financial report via email:

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Checking Account:	\$10,806.34	\$2,674.21	\$3,478.94	\$11,001.61
Money Market:	\$12,277.49	\$4,001.19	\$ 0	\$16278.68
MM Certificate:	\$20,190.58	\$ 17.38	\$ 0	\$20,207.96
Total Operating Funds:				\$47,488.25
Cash On Hand:	\$132.75	\$ 0	\$ 0	\$132.75
PayPal Account	\$ 0	\$ 0	\$ 0	\$109.20
<u>Educational Foundation</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Savings	\$7,041.68	\$0.29	\$0	\$7,041.97

- President Taber noted the expenses incurred were: \$524.42 for La Prima Catering, \$218.25 for Jim Taber, \$89.62 to Bill Reed for BoD Lunch, \$146.65 for La Prima Catering, and \$2500.00 for CC Scholarship to Victoria Rowe.
- There were questions whether all of the sponsor donations were included in the report. President Taber will work with the Treasurer to complete the minutes. The Treasurer’s Report was tabled for this BoD meeting.
- From the May meeting, Joe Durso had a task to see if there was a better way to earn money, such as investing in Fidelity (over 3 or 4%) or Vanguard (over 3 or 4%). Joe presented his findings to the BoD at this meeting.

Program Committee Report (Kevin Crouse):

- Kevin noted the technical meeting featuring Dr. Keith Williams on the topic of “Photonics” will be held on 17 June where the CC will present him with his Local Chapter Award.
- He also noted the award to Shaffer was received by John Gilligan, CEO and Vice Chairman of the BoD of Shaffer.

- Kevin is working with GTRI to schedule their annual symposia/tutorial which will now be mid-July.
- Kevin also noted that a Multi-National Forum at the Australian Embassy is also in the pipeline.
- Kevin is working with Jeff Snyder to have another Cyber event at Raytheon. Details are TBD.

Scholarship and Fundraising (Jeffrey Snyder):

- President Taber noted that Ms. Victoria Rowe was the recipient of the CC Spring Scholarship at the Town Hall. Jim also noted the Scholarship effort is running smoothly under the Hume Center’s guidance.

Membership (Donya He):

- Donya was unable to make the meeting. President Taber reported there were 934 CC members.
- Glorianne noted that she received only 2 membership applications from the Cyber event at Raytheon.

Awards (Joe Durso):

- Joe completed the AOC National awards submittal and turned it into National HQ. We have two nominations at National for adjudication. There should be an announcement in July on the award winners.

Outreach (Laura Sunden):

- Laura noted the May event was cancelled due to low participation.
- She has scheduled a “Happy Hour” at the Black Wall Hitch on 30 June from 5:00-7:30 PM.
- Laura suggested an event such as “Warrior Ethos” which would be a collaboration with others. This is a fund raiser for Medal of Honor recipients to help veterans transition to civilian life.
- Laura’s company is putting on an event on 29 June and welcomes all CC members to attend the Nationals/Mets game. Cost is \$12 per ticket in the nose bleed sections. Time is 7:00 PM and everyone should meet at 4:45 PM at the Park.

Old Business:

- **ByLaws and Constitution Update:** Chopper is typing by hand all of the documents for entry into the computer age.
 - o Documents were so old (before computers) that it was easier to type them in than try to scan via a character reading application (too many errors to fix).
 - o Chopper noted the only comments he received from the requested BoD review was from Jim Taber.
- **Elections/Nominations Committee:** Pete Friesen, Bob Lindseth, and Bill Reed volunteered to run the Committee, however Bill is running for the BoD and had to resign from the Committee. President Taber requested some volunteers to run the Nominations and Elections Committee. We need to get the word out that the AOC is conducting elections and we need volunteers for the BoD. Elections should be conducted in the June/July time frame.
- **Investments:** Joe Durso provided the “Investments Report” on Bond Funds and Other Income-Generating Products to help the CC invest our Money Market funds more wisely. President Taber asked the BoD to review Joe’s research and be ready to make a decision on where we should invest at the next BoD meeting.

New Business:

- **Chapter of the Year (COY):** Bill Reed noted the CC did not get enough points to compete for COY, however we did have enough points to be designated a “Distinguished Chapter.”

Since all agenda items were discussed, Bob Lindseth motioned for the meeting to be closed; Bill Reed seconded; and the motion was approved by the BoD. The meeting closed at 1:11 PM.

The next CC BoD meeting is August 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
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