



Capitol Club Chapter Board of Directors Meeting Minutes of May 2, 2016

Attendees (Quorum = 7):

- Board of Directors: Jim Taber (P), Troy Orwan (VP), Pete Friesen (T), Bill Reed (S), Bob Lindseth, Kevin Crouse, Joe Durso, Jeffrey Snyder, and Paul Vale
- Via telephone: Chopper Lamb, Donya He, Geoff Leighton (IPP), and Laura Sunden
- Guests: Mike Dolin and Glorianne O’Neilin

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

- President Taber called the meeting to order at 12:00 PM and welcomed all, especially Mike Dolim and Glorianne O’Neilin. He thanked everyone for making the meeting. This month’s BoD was conducted on a Monday because the Town Hall was scheduled for the next day.

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

- Minutes for the March meeting were reviewed. Bob Lindseth motioned the minutes be accepted, it was seconded by Jeff Snyder, 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:

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Checking Account:	\$10,499.29	\$1,626.61	\$319.56	\$11,806.34
Money Market:	\$12,276.45	\$ 1.04	\$ 0	\$12,277.49
MM Certificate:	\$20,172.63	\$ 17.95	\$ 0	\$20,190.58

Total Operating Funds: \$44,274.41

Cash On Hand:	\$132.75	\$ 0	\$ 0	\$132.75
PayPal Account	\$ 0	\$2,024.21	\$ 0	\$2,024.41 (Note)

<u>Educational Foundation</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Savings	\$7,041.10	\$0.30	\$0	\$7,041.68

Note: \$2,000 of the PayPal Account was a donation from Versec

- Pete noted the Money Market matures on June 1st and asked the BoD to either approve it being rolled over or laddered. Bob Lindseth motioned to roll over the Money Market, Troy Orwan seconded, and the motion passed. There was discussion after the motion was approved: Joe Durso asked if there was a better way to earn money, such as investing in Fidelity (over 3 or 4%) or Vanguard (over 3 or 4%). President Taber asked for a volunteer to look into it. Joe Durso said he would and will have a recommendation at the June BoD meeting.
- Jim Taber noted the expenses incurred from the Town Hall were: \$26.56 for badges, \$17.30 for Office Depot, \$22.62 for the Event Brite, and \$151.77 for printing. Total expenses for the Town Hall totaled \$218.25. Troy Orwan motioned to approve the expenditures and reimburse Jim Taber, Bob Lindseth seconded, and the BoD approved the motion.
- Bob Lindseth motioned the Treasurer’s report be accepted, it was seconded by Jeff Snyder, and the Treasurer’s report was approved by the BoD.

Scholarship and Fundraising (Jeffry Snyder):

- Jeff is continuing to work on new sponsorships for the webpage. President Taber thanked Jeff for his hard work and get companies to contribute.
- Jeff noted there should be additional income not included in the current financial statement: \$650 are proceeds from the Program of Events, \$4000 from Raytheon for 2016 and 2017 with \$2000 of that as a direct donation. Jeff said there may be three more premium sponsorships in the works. There was a comment that we should rotate the sponsor's logos on our web page since we are running out of room to accommodate that many premium sponsors.
- Jeff noted that there will be an expense of \$2500 to our newest Scholarship recipient, Ms. Victoria Rowe, at the Town Hall. Kevin Crouse motioned to approve a check for \$2500 to give to Ms. Rowe at the Town Hall, Bob Lindseth seconded, and the motion passed.

Program Committee Report (Kevin Crouse):

- Kevin noted the luncheon presentation from TDI (one of our premium sponsors) on 27 April at Shafer was interesting. Mr. Heron is supporting the OPNAV N2N6 Directed Energy (DE) Requirements Officer to facilitate service level efforts to develop and employ emerging technologies.
- The CC award will be provided to Shafer at a 16 May meetings where "Risk Analysis" will be the topic of discussion.
- Kevin is planning a technical meeting in June featuring Dr. Keith Williams on the topic of "Photonics". Information will be forthcoming shortly.
- Kevin is working with GTRI to schedule their annual symposia/tutorial in June (probably end of June), but Kevin has had trouble contacting Dr. Bob Beasley, GTRI, for confirmation.
- Kevin also noted that a Multi-National Forum at the Australian Embassy is also in the pipeline.
- 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 two extra security has been secured by Raytheon for this event. All attendees must pre-register. Breakfast for this event is "no charge" for members. Non-members will pay \$25.00 which will get them a membership in the AOC. Raytheon hired a photographer for two hours to photograph the event and that Raytheon is picking up the tab for this event. Event will start at 0800, the Scholarship Award will be presented to Ms. Christine Callsen of VT's Hume Center on behalf of Ms. Rowe, and Mr. Roger Cressey will speak then introduce Gen Jim Keffer (Ret).

Membership (Donya He):

- Donya reported the membership numbers as of April 1st, 2016
 - o 941 total members, 8 new members, 16 more members from the Town Hall sign ups.
 - o Donya will send out the membership form via email to those signing up for the Town Hall that are not AOC members. Bill Reed will carry 20 hard copies of the membership form to the Town Hall.

Awards (Joe Durso):

- Joe completed the AOC National awards submittal and turned it into National HQ. We have two nominations for the awards slate – Joe Pitts was submitted for the Gold Award. One of our members was submitted for the Anton "Tony" Brees Lifetime Membership Award.
- Jim Taber and/or Kevin Crouse will present Chapter Awards to the three Schafer Corp recipients at the upcoming luncheon on 16 May at Schafer.
- Jim Taber, Bill Reed, and/or Joe Durso will present the remaining Chapter Award to Dr. Williams of NRL at the 17 June luncheon.
- President Taber thanked Joe for his dedication in putting together all the nominations for this year and for all that he has done for the CC Awards Program

Outreach (Laura Sunden):

- Laura noted that King Pinz in Leesburg is reserved for Thursday, 19 May from 6:00-8:00 PM for twelve people. She is currently under the \$250 budget (pizza (\$50) and lane reservation (~\$65)) and has about \$85 left for food or whatever is needed. She will write up a short paragraph to promote the event.
- Also on the schedule:
 - o May 15: Fun Run (3K/10K) @ Capitol Hill Classic
 - o May/June: Kennedy Center Show – *Shear Madness*
 - o June: TopGolf Team Outing, Alexandria
 - o July: Washington National Cruise & Game
 - o July: Happy Hour/Live Music/Medieval Madness at Jon Strongbow’s Tavern, Alexandria
 - o September: Cirque Du Sole, Tysons Corner
 - o September: Wine & Food Tasting Event @ Doukenie Winery, Purcellville, Va
 - o September: Wine Tasting Event – Bus Tour on Fauquier Wine Route, Barrel Oak Winery and Pearmund Cellars.
 - o October: Beer Tour, DC and Stafford, Va
 - o October: Oktoberfest, “Rheingarten” Restaurant, Stafford, Va
 - o November: Washington National Hockey
 - o December: The Comedy Club, DC

Old Business:

- **ByLaws and Constitution Update:** Chopper review and provided an update to the Constitution and ByLaws. He asked the BoD to clarify a couple of items:
 - o How many Committees do we have and what are they?
 - o Do we want to broaden the mission statement?
- **Elections/Nominations Committee:** Pete Friesen, Bob Lindseth, and Bill Reed volunteered to run the Committee. We need to get the word out that the AOC is conducting elections and we need volunteers for the BoD. Paul Vale said he needed the words to put out to membership on the elections. Elections should be conducted in the June/July time frame.

New Business:

Since all agenda items were discussed, Paul Vale motioned for the meeting to be closed; Kevin Crouse seconded; and the motion was approved by the BoD. The meeting closed at 1:05 PM.

The next CC BoD meeting is June 7th, 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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