



Capitol Club Chapter Board of Directors Meeting Minutes of October 3rd, 2017

Attendees (Quorum = 6):

- Board of Directors: Troy Orwan (P), Pete Friesen (T), Joe Durso, Bob Lindseth, Geoff Leighton, Jim Taber (via phone: Mike Conschafter, Donya He)
- Guests: Shelly Frost (AOC Exec Dir), Glorianne O'Neilin, Harvey Dahljelm

President's Opening Comments/Welcome Discussions (Troy Orwan):

- President Orwan called the meeting to order at 12:03 PM and welcomed all and especially welcomed Shelly Frost AOC National Executive Director.

Secretary's (S) BoD Historical Minutes Report (Jim Taber stand-in for Bill Reed):

- Minutes for the September meeting were reviewed.
- **Motion/Discussion/Vote:** Bob Lindseth motioned the minutes be accepted as written with Geoff Leighton second. All agreed to accept the minutes as written.
- For communications and transparency, the meeting minutes are posted on the Capitol Club website: <https://www.dccapitolclub.com/board-minutes>

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

- Treasurer Friesen provided the September 2017 financial report as a hardcopy to attendees (see attached for details). Director Durso noticed the drop in value of the Fidelity account and questioned whether we might change the investment mix to manage some of the volatility. Pete will send Joe the past 2 months of Fidelity statements so Joe can begin looking at the possibility of changing the investment mix to balance the risk. Pete also noted that we need to change the club officers listed on the Fidelity account as Jim Taber is no longer president and Pete plans to vacate his role at the end of his term.
- **Motion/Discussion/Vote:** Geoff Leighton motioned for the Treasurer's Report to be accepted as written, it was seconded by Bob Lindseth, and the motion passed.

Program Committee Report (Kevin Crouse):

- Kevin Crouse was out so Donya He provided an update. Few program events are scheduled. Donya is working on another Cognitive EW event at the Curtis Wright facility in Ashburn for November.

Awards (Joe Durso):

- Everyone needs to email nominations to Joe before October 31st. Squeal (USMC) will be nominated for an award for Information Warfare and Jay Kistler for a Lifetime Achievement award.

Scholarship Report (Michael Conschafter):

- Virginia Tech Fall scholarship on-track. Michael is working with Christine Callsen to make an award at our Holiday event on December 8th. Michael is also looking at expanding the scholarship program to include Johns Hopkins, George Washington, Howard, American and George Mason Universities, as well as local high schools.

Old Business:

- President Orwan reiterated his 3 priorities for this year's board:

- Participation – how do we increase membership participation and involvement?
 - Fund Raising – need to continue to raise money from sponsors for on-going club operations and to give back to the membership.
 - Community – The Capitol Club needs to be more involved in giving back to the community (schools, universities and charities).
- Bob Lindseth gave an update on the AOC National Symposium Volunteer roster
 - Jim Taber to send out a Wix Shoutout to membership requesting volunteers.
 - Jim also to post the announcement of the Annual Symposium on the club website.

New Business:

- Ottawa EW Conference – Geoff Leighton briefed the board on the AOC Maple Leaf EW Conference in Ottawa. The CapClub’s sister chapter is doing well and had 72 people pay to attend the Maple Leaf event.
- Multi-National Forum – Geoff has confirmed National has reserved a room for a CapClub MNF at the Symposium. Geoff will arrange to have a speaker from the Canadian Embassy. Geoff needs help getting sponsorship for the event. Estimates are between 5k\$ and 6k\$ for the event. Jim Taber motioned to authorize up to 6k\$ for food and beverages at the MNF event should we not be able to get a sponsor. Bob Lindseth 2nd the motion and the motion passed. Need to post the event on the CapClub website.
- Canadian Industry Day – 20 October is the date for the Industry Day at the Canadian Embassy. The event will hold 75-80 people.
- Need to post the BoD meetings on the club website including the dial-in information.

Several board members had to leave the meeting prior to a formal closing. President Orwan closed the meeting without a quorum approval at 1:15pm.

The next CC BoD meeting is 5 November at 11:30am at AOC National. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,
 Jim Taber
 IPP
 Capitol Club
 P. O. Box 5333
 Alexandria, VA 22313



**CAPITOL CLUB FINANCIAL STATEMENT
FOR July 2017**

	STARTING	INCOME	EXPENSES	BALANCE
OPERATING FUNDS				
PENFED				
CHECKING	\$16,306.84	\$ -	(\$414.94)	\$15,891.90
MONEY MARKET	\$1,285.06	\$0.06	\$0.00	\$1,285.12
FIDELITY	\$35,231.06	\$215.55	\$0.00	\$35,446.61
TOTAL				\$52,623.63
CASH ON HAND				\$132.75
Paypal Account	\$132.75	\$0.00	\$0.00	

**EDUCATIONAL FOUNDATION
FOR June 2017**

OPERATING FUNDS	STARTING	INCOME	EXPENSES	BALANCE
SAVINGS	\$9,045.51	\$0.37	\$0.00	\$9,045.88

**DETAILS
CAPITOL CLUB**

Deposit		\$ -		see sheet 2
DEBITS	ck 640	La Prima Food Group	(\$414.94)	Catering May, Jun
			\$0.00	
			\$0.00	
			\$0.00	

(\$414.94)

EDUCATIONAL FOUNDATION \$0.00
 RECEIPTS DEBITS \$0.00

Operating Funds

Deposits
 PayPal deposit \$ -

\$ -

Pending ck 641 Sterling Davis (\$2,500.00) Spring Scholarship

Donations Received Sept 2015- July 2017

Date	Donar	Amount	Designation		Net
Sep-15	Rahul Gadkari- Nat'l Inst	\$ 250.00		paypal	
Nov-15	Kiersten Coon- Liberty Group	\$ 250.00		paypal	
Nov-15	Laurie Buckhout-Corvus	\$ 250.00		paypal	
Nov-15	Ravenhearth	\$ 250.00		check	
Dec-15	Phoebus- Zenith Tech Partners	\$ 250.00		paypal	
Dec-15	Thomas Billington	\$ 250.00		paypal	
Apr-16	Jim Gingrich- Keysight	\$ 250.00		paypal	
Apr-16	Ray DeMeo- Viresc	\$ 2,000.00	2016 Major Sponsor	paypal	
Apr-16	Raytheon	\$ 4,000.00	2016 Major Sponsor, Scholarship		
Jul-16	Terracom	\$ 250.00		check	
Sep-16	James Tabor	\$ 250.00		paypal	
Sep-16	Donna Snyder- Arlington PS	\$ 500.00		paypal	
Oct-16	Lars Tolstrup- Terma	\$ 2,000.00	MNF Sponsor	paypal	
Nov-16	Donna Snyder	\$ 250.00		paypal	
Feb-17	Joseph Schramm- Beyond Trust	\$ 2,500.00	2017 Major Sponsor	paypal	\$ 2,427.20
Feb-17	Joe Durso- JHNA, Inc	\$ 250.00		check	
Mar-17	Ray DeMeo- Viresc	\$ 500.00		paypal	\$ 485.20
May-17	Jeff Snyder	\$ 1,000.00		check	
May-17	Paul Innella- TDI	\$ 2,500.00	2017 Major Sponsor	paypal	\$ 2,500.00



**CAPITOL CLUB FINANCIAL STATEMENT
FOR June 2017**

	STARTING	INCOME	EXPENSES	BALANCE
OPERATING FUNDS				
PENFED				
CHECKING	\$16,462.48	\$ -	(\$155.64)	\$16,306.84
MONEY MARKET	\$1,285.01	\$0.05	\$0.00	\$1,285.06
FIDELITY	\$35,308.48	(\$77.42)	\$0.00	\$35,231.06
TOTAL				\$52,822.96
CASH ON HAND				\$132.75
Paypal Account	\$132.75	\$0.00	\$0.00	

**EDUCATIONAL FOUNDATION
FOR June 2017**

OPERATING FUNDS	STARTING	INCOME	EXPENSES	BALANCE
SAVINGS	\$9,045.13	\$0.38	\$0.00	\$9,045.51
DETAILS				
CAPITOL CLUB				
Deposit		\$ -		see sheet 2
DEBITS ck 639	Bill Reed		(\$155.64)	BoD Lunch
			\$0.00	Mar/Apr
			\$0.00	
			\$0.00	

 (\$155.64)

EDUCATIONAL FOUNDATION \$0.00
 RECEIPTS DEBITS \$0.00

Operating Funds

Deposits
 PayPal deposit \$ -

\$ -

Pending ck 636 \$0.00

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Sep-15	Rahul Gadkari- Nat'l Inst	\$ 250.00		paypal	
Nov-15	Kiersten Coon- Liberty Group	\$ 250.00		paypal	
Nov-15	Laurie Buckhout-Corvus	\$ 250.00		paypal	
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