



## Capitol Club Chapter Board of Directors Meeting Minutes of June 6, 2017

### Attendees (Quorum = 6):

- Board of Directors: Bob Lindseth, Bill Reed, and Troy “Bucket” Orwan
- Via telephone: Jim Taber, Douglas “Chopper” Lamb, Donya He, Laura Sunden, Mike Conshafter
- Guests: Glorianne O’Neilin and Ken Miller

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

- President Taber called the meeting to order at 12:00 PM. He welcomed all and especially welcomed Glorianne.
- He congratulated Troy Orwan for being elected the new CC President and Donya He for winning her second term on the BoD.

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

- Minutes for the April meeting were reviewed.
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the minutes to be accepted, Pete Friesen seconded, and the minutes were passed as written.
- For communications and transparency, the meeting minutes are posted on the Capitol Club website: [www.dccapitolclub.com](http://www.dccapitolclub.com).

### Treasurer’s Financial Report (Pete Friesen):

- Treasurer Friesen was unable to attend the BoD meeting, but provided the April 2017 financial report via email (see below for synopsis):

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>	<u>Notes</u>
Checking Account:	\$13,138.48	\$3,500.00	\$ 176.00	\$16,462.48	
Money Market:	\$ 1,284.90	\$ 0.05	\$ 0.00	\$ 1,285.01	
Fidelity:	\$35,050.07	\$ 258.41	\$ 0.00	\$ 35,308.48	
<b>Total Operating Funds:</b>				<b>\$53,055.97</b>	
Cash-On-Hand:	\$ 132.75	\$0.00	\$0.00	\$ 132.75	
PayPal Account	\$ ---	\$---	\$---	\$ ---	
<u>Educational Foundation</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>	
Savings	\$ 9,044.76	\$ 0.37	\$0.00	\$9,045.13	

- **Expenses:** Treasurer Friesen noted the expenses incurred were Check #636 for \$26.00 to Laura Sunden for Outreach Expenses and Check #638 for \$150.00 to Image Prep Studios for the new CC banner design. Check #637 for \$572.96 to Jim Taber for Catering/Website/Eventbright expenses is still pending.
- **Income:** \$3,500.00 from Paypal deposits: \$2,500 from Versec as a major sponsor and \$1,000 from Jeff Snyder.
- Donations received to-date were also included on the second page of the submitted report. The hard copy Treasurer’s report should identify the “May-17 Ray DeMeo-Versec” should actually be “May-17 Paul Inella-TDI” for \$2,500 as a 2017 Major Sponsor.

**Motion/Discussion/Vote:** Troy Orwan motioned for the Treasurer’s Report to be accepted with the following changes: delete “Dec-15 Paul Innella-TDI \$2,000.00 2015 Major Sponsor paypal” line and change “May-17 Ray DeMeo-Versec” to “May-17 Paul Inella-TDI \$2,500 2017 Major Sponsor paypal.” Bob Lindseth and Chopper Lamb seconded, and the Treasurer’s report was accepted with the noted changes.

- Discussion during the financial review:
  - Chopper Lamb asked why so much money in the checking account? There was discussion on moving more funds into the Fidelity account since there was a good return from the Fidelity account. In general, the BoD agreed the Fidelity account would be a better place to hold the

funds.

**Motion/Discussion/Vote:** Jim Taber motioned to move \$10,000 from the checking into the Fidelity account; Bucket Orwan seconded, and the BoD unanimously voted to move the funds.

#### **Program Committee Report (Kevin Crouse):**

- Kevin was not available so President Taber reviewed the upcoming events:
  - **June 7** – CAPT Casey “Junior” Casad, USN, “EW Strategy”; Location: Schafer, Arlington, VA; Time 11:30-1:00. Info already posted on the web site.
  - **Dec 8** – Capitol Club Holiday Party (Back-up date Dec 15)

#### **Outreach/Membership Report (Laura Sunden/Donya He):**

- Donya He noted the Curtiss-Wright event ““Deep Learning for Cognitive EW with Commercial-Off-The-Shelf (COTS) Hardware and Software” presented by Mr. David Jedynak, Chief Technology Officer for Curtiss-Wright, was a great success. Approximately 20 people attended. There were lots of questions from Army and Navy attendees with both Service attendees requesting another event to dive deeper into this topic. Navy has specific problems to solve and would like further discussions on these problems and how to solve them. Jim Taber publicly recognized and thanked Donya for putting this quality event together.
- There was discussion concerning foreign nationals attending CC events, Donya noted there was an Australian signed up for the event on June 7<sup>th</sup> with CAPT Casad. Jim Taber asked if the CC should be doing something with the 5-Eyes community.
- The CC club currently has 945 members.
- Laura noted the next outreach event is planned for July 11<sup>th</sup> at Top Golf in Alexandria (Kingstowne). It will be \$15/person for miniature golf, the CC will provide appetizers. She asked if we could do the CC BoD meeting before the event there at the Top Golf facility; the BoD agreed this would be a good time for the BoD meeting. Details will be provided shortly.
- **Discussion:** Chopper Lamb asked if the CC should be combining social events more with technical events to entice our membership to attend. There was some discussion from the BoD on looking at this for the coming year.

#### **Scholarship Report (Jim Taber):**

- Jim Taber sent the Spring 2017 Scholarship candidate out to the BoD via email. The applicant selected by the Hume Center is Sterling L. Davis who is a third year undergraduate in Computer Engineering at Virginia Tech. He asked if the BoD had read the application and essay and were ready to vote on the nomination.
- **Motion/Discussion/Vote:** Jim Taber motioned for the BoD to accept Sterling L. Davis as the Spring 2017 scholarship recipient and to approve \$2500.00 for the scholarship. Bill Reed seconded and the BoD unanimously approved Sterling L. Davis for the \$2500.00 scholarship.
- **Discussion:** After the vote, Pete Friesen asked if the scholarship was open only for Virginia Tech candidates. The answer is no, only Virginia Tech has taken us up on submitting candidates for the scholarship.

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

- Joe was not available for this meeting, however, last month he noted the National Awards info had been submitted to National on time for their review.

#### **Old Business:**

- **Nominations & Elections Committee:** Troy “Bucket” Orwan was elected as the new CC President. Donya He was elected to serve her second term on the BoD. The membership voted to approve the Constitution. Jim Taber will select a date and event to swear in the new officers.
- **Vote on Bylaws:** Jim Taber noted the CC membership voted to approve the new Constitution and the BoD needed to approve the Bylaws.

**Motion/Discussion/Vote:** Bob Lindseth motioned for the new Bylaws to be approved as written; Pete Friesen seconded the motion; and the BoD unanimously approved the new Bylaws.

President Taber thanked the BoD and especially Chopper Lamb for bringing these documents from 'stone tablets' into the 20<sup>th</sup> century. Chopper rewrote the complete Constitution and Bylaws and put them in a digital format. The next step is to submit the approved Constitution and Bylaws to AOC National.

- **Multinational Forum (MNF):** There was discussion in May of contacting the Maple Leaf Chapter to determine if they would like to do a combined MNF at the Annual Symposium. No further action has been accomplished on this topic.

**New Business:**

- **Mid-Atlantic Regional Director's Meeting:** Glorriane informed the BoD there would be a Regional Director's meeting on Friday, June 23<sup>rd</sup> at the National EW Museum near Baltimore. Northrop Grumman is hosting the event and will provide pizza for lunch. A short tour of the museum is scheduled. The speaker for this event is Scott Boyd. There will be a STEM discussion with the other chapters and an update from the Mid-Atlantic Regional Director.
- **CC Banner:** Laura Sunden noted the design for the banner is complete. She needs to go the production facility to get the banner done.

**Motion/Discussion/Vote:** Bob Lindseth motioned for the meeting to be closed; Pete Friesen seconded; and the motion was approved by the BoD. The meeting closed at 12:35 PM.

The next CC BoD meeting is July 11th at Top Golf in Alexandria (Kingstowne). All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,  
William Reed  
Secretary  
Capitol Club  
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