



Capitol Club Chapter Board of Directors Meeting Minutes of May 2, 2017

Attendees (Quorum = 6):

- Board of Directors: Jim Taber, Joe Durso, Bob Lindseth, Bill Reed, Troy Orwan, and Jeff Snyder
- Via telephone: Douglas “Chopper” Lamb
- Guests: Mike Dolim, Glorianne O’Neilen, Mark Heck, Ken Miller, and Mike Conschafter

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

- President Taber called the meeting to order at 11:59 AM, He welcomed all and especially welcomed Mike Dolim, Executive Director, AOC; Glorianne, and new CC member Mike Conschafter from Harris Corporation.

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

- Minutes for the March meeting were reviewed.
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the minutes to be accepted with changes, Vice President Troy Orwan seconded, and the minutes were passed with changes.
- For communications and transparency, the meeting minutes are posted on the Capitol Club website: 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:	\$14,669.19	\$ 349.11	\$1,879.82	\$13,138.48	
Money Market:	\$ 1,284.90	\$ 0.06	\$ 0.00	\$ 1,284.96	
Fidelity:	\$34,736.14	\$ 313.93	\$ 0.00	\$ 35,050.07	
Total Operating Funds:				\$49,473.51	
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	\$ 9,044.37	\$ 0.39	\$0.00	\$9,044.76	

- **Expenses:** Treasurer Friesen noted the expenses incurred were Check #633 for \$890.03 to La Prima Food Group for Feb/Mar Catering; Check #634 for \$250.00 to Army Navy Country Club for Holiday Party Deposit; #635 for \$166.83 for Mar/Apr BoD Lunches; and #637 for \$572.96 to Jim Taber for Catering/Website/Eventbright expenses. Check #636 for \$26.00 to Laura Sunden for Outreach Expenses is pending.
- **Income:** \$349.11 from Paypal for the Mar/Arp Luncheons.
- Donations received to-date were also included on the second page of the submitted report. Jeff Snyder noted he would get with Paul Inella from TDI and Thomas Billington to see if they would renew their contributions.
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the Treasurer’s Report to be accepted, Troy Orwan seconded, and the motion passed.
- Discussion during the financial review:
 - President Taber noted there was only one (1) attendee at the Virsec lunch presentation and requested the BoD determine the minimum number of attendees to hold a luncheon.
 - The “Beyond Trust” is the next luncheon event. There was discussion of getting a “Flack” to promote the event, however it is broadcast to members three times over email and it’s on the web site so connecting with membership might not be the issue. Glorianne recommended sending invites to the Chesapeake Chapter to see if that helps attendance.

Program Committee Report (Kevin Crouse):

- Kevin was not available so President Taber reviewed the upcoming events:
 - **May 18** – Unclassified/NOFORN presentation by the Curtis-Wright Corporation Corporate Technology Officer (CTO) at the local Curtis-Wright facility
 - **May 30** – Rescheduled “Beyond Trust” presentation. Joe Schramm with Beyond Trust, “Privileged Access in DoD Systems”, Location: Schafer, Arlington, VA; Time 11:30-1:00.
 - **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)
- President Taber noted he would work with Laura Sunden to determine how to get the events up on Facebook.
- Vice President Orwan noted we need to get the abstracts out to membership earlier, that we might want to look at how often we have speakers, and who the attendees are. Chopper Lamb noted that we upped the number of “Informational Meetings” so the CC would be competitive for the “Chapter of the Year” National Award. He recommended the BoD relook at the schedule and determine what the direction should be. President Taber said if we have too many meetings in one month then we lose membership attendance and that we should serve our membership as best as we can. Jeff Snyder recommended we do more high power speakers with specific targeted presentations so we promote to a bigger audience.

Outreach/Membership Report (Laura Sunden/Donye He):

- Laura and Donye were not available for the meeting. The CC club currently has 945 members.

Awards (Joe Durso):

- Joe advised the CC BoD the National Awards were submitted to National and thanked Glorianne for the help she provided.

Old Business:

- **Nominations & Elections Committee:** President Taber noted there were no additional nominations and a “draft” ballot was sent to BoD members to see if the Election Buddy system was working. Chopper Lamb advised the membership only needs to vote on the Constitution, not the By Laws. The CC BoD approves the By Laws. President Taber said he would move forward with Elections and expected the election process would last two weeks. He expects a broadcast email to members from Election Buddy for voting.

New Business:

- **Multinational Forum (MNF):** There was discussion of contacting the Maple Leaf Chapter to determine if they would like to do a combined MNF at the Annual Symposium.

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

The next CC BoD meeting is June 6th. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,
William Reed
Secretary
Capitol Club
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