



## Capitol Club Chapter Board of Directors Meeting Minutes of February 7, 2017

### Attendees (Quorum = 6):

- Board of Directors: Jim Taber (P), Pete Friesen (T), Joe Durso, Bob Lindseth, Bill Reed (S), and Jeff Snyder
- Via telephone: Kevin Crouse, Chopper Lamb, and Geoff Leighton
- Guests: Mike Dolim, Glorianne O’Neilin, and Mark Heck (Raytheon)

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

- President Taber called the meeting to order at 11:59 AM and welcomed all. Jim welcomed Mike Dolim, Glorianne O’Neilan, and the CC newest member Mr. Mark Heck. Mark submitted his membership paperwork just prior to the meeting.

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

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

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

- Treasurer Friesen provided the January 2017 financial report as a hardcopy to attendees (see below for a synopsis):

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>
Checking Account:	\$ 9,065.63	\$2,700.00	\$ 974.28	\$10,791.35
Money Market:	\$ 1,284.74	\$ 0.06	\$ 0.00	\$ 1,284.80
Fidelity:	\$34,414.43	\$ 40.42	\$ 0.00	\$ 34,454.85
<b>Total Operating Funds:</b>				<b>\$46,531.00</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	\$6,543.55	\$0.18	\$2,500.00	\$4,043.73

- **Expenses:** Treasurer Friesen noted the expenses incurred were \$974.28 for January: \$515.97 check to Joe Durso for Awards, \$458.31 check to Jim Taber, and \$2,500.00 reimbursement from Savings to Checking for the Fall Scholarship award.
- **Discussion:** Treasurer Friesen noted the CC received a check from AOC National for \$5,000.00 for our support at the National Convention. AOC National directed the funds be applied to the Educational Foundation. JNHA provided \$250 to apply for this year as a sustained member. Jim Taber noted “Event Bryte” who manages our reservations charges \$1.60 per person to sign up for our events. Pete also noted Billington Cyber is planning to renew as a sustaining member for this year. Pete also noted the Annual Financial Report to AOC National is complete and turned in.
- Donations received to-date were also included on the second page of the submitted report.
- **Motion/Discussion/Vote:** Bill Reed motioned for the Treasurer’s Report to be accepted, it was seconded by Joe Durso and Bob Lindseth, and the motion passed.

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

- Upcoming Events:
  - **Feb 28** – Topic: Update on CREW by Commander Scott Oliver; Location: Schafer, Arlington, VA; Time: 11:30-1:00
  - **Mar 9** – Mr. Ed Francis, PEO EW Systems will present; Location: Schafer, Arlington, VA; Time: 11:30-1:00
- **Discussion:** Kevin stated the need for speakers for the months of March and April. Kevin inquired about the “half day conferences”, since Dr. Bob Beasley from GTRI retired the CC does not have a venue to hold these conferences. Kevin agreed to contact GTRI for the new director’s information. Jeff Snyder said he would reach out to the new GTRI Director to gauge their interest in associating with the CC. Jeff could offer a guest membership to the AOC (paid for by the CC) if the new Director is not an AOC member. Kevin was looking at potentially offering a “Professional Development” event as we have done in the past with GTRI. Jim Taber said he would contact the Hume Center of Virginia Tech to see if they can do a half day event. Mark Hunt said he has contacts with Penn State/ARL Cyber and UMD-BC and could look into potential events with them.

### **Membership Report (Laura Sunden):**

- Laura was not available, but Jim Taber reported the CC membership has gone down to 906 members (down from 930 last month).

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

- NSR

### **Outreach Report (Laura Sunden):**

- Jim Taber reported that Laura has an outreach/membership drive scheduled at Clydes, Mark Center in Alexandria from 5:00-7:00 PM on reported Feb 9<sup>th</sup>. The need for more BoD participation was highlighted for all these outreach/membership events.
- **Motion/Discussion/Vote:** Jim also reported that Laura agreed to procure a banner for our outreach events. It is very difficult sometimes to find where the CC is meeting for these events and a banner would be helpful in identifying the group and location. The BoD previously agreed to provide \$300.00 to have a professional type of banner. Pete Friesen suggested \$300.00 was probably not enough and motioned to increase the amount to \$600.00. Chopper Lamb seconded, and the motion to increase the amount authorized to procure a banner was increased to \$600.00.

### **Old Business:**

- **Bylaws and Constitution Update (Chopper Lamb):** Chopper Lamb transcribed the original Bylaws and Constitution (originally scribed on a stone tablet) into a digital format. Copies were provided to the BoD for review and comment prior to this meeting. There was a lot of discussion on “Article II: Mission, Aims, and Purposes” of the Constitution. Discussion centered on whether to increase the mission to include “Cyber”. Joe Durso provided an update to the wording of the second sentence of Article II to accommodate BoD members. Chopper will rework this Article and provide an update for the next BoD meeting.

Bob Lindseth motioned for the meeting to be closed; Joe Durso seconded; and the motion was approved by the BoD. The meeting closed at 13:15 PM.

The next CC BoD meeting is 7 March. All BoD meetings, without classified presentations, are unclassified and open to all members.

Respectfully submitted,  
William Reed  
Secretary  
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