



Capitol Club Chapter Board of Directors

Meeting Minutes of June 4, 2018

Attendees (Quorum = 6):

- BoD In Person: Troy Orwan (P), Pete Friesen (T), Bill Reed (S), Bob Lindseth, and Joe Durso
- BoD Via Phone: A new conferencing number meant no one could call in.
- CC Members: Leslie Gruis

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

- President Orwan called the meeting to order at 12:47 PM. He had no opening comments.
- There were not enough BoD members to constitute a Quorum.

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

- Minutes for the April meeting were reviewed. There were recommended changes to the Checking Account Balance in the Treasurer’s Report.
- **Motion/Discussion/Vote:** Bob Lindseth motioned the minutes be accepted with changes and Joe Durso seconded. All voted to accept the minutes with the recommended changes, no opposed.
- 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.

<u>Operating Funds</u>	<u>Starting</u>	<u>Income</u>	<u>Expenses</u>	<u>Balance</u>	<u>Notes</u>
Checking Account:	\$13,838.18	\$1,250.00	\$ 0.00	\$15,088.18	
Money Market:	\$ 1,285.60	\$ 0.05	\$ 0.00	\$ 1,285.65	
Fidelity:	\$36,819.92	\$1,295.72	\$ 0.00	\$ 38,115.64	
Total Operating Funds:				\$54,489.47	
Cash-On-Hand:	\$ 132.75	\$ 0.00	\$ 0.00	\$ 132.75	
PayPal Account	\$ 796.92	\$ 0.00	\$ 0.00	\$ 796.92	
Educational Foundation	Starting	Income	Expenses	Balance	
Savings	\$11,048.61	\$ 0.45	\$ --	\$11,049.06	

- Operating Fund: No Expenses. Income: \$1,000.00 check from Jeff Snyder for four web page sponsors (Arlington Public Schools, Billington, KCW Design Group, and Liberty). One \$250.00 check from web sponsor Terracom. One pending check to Army Navy Country Club (ANCC) for the Holiday Party deposit.
- Educational Foundation: \$0.45 of interest income.
- **Motion/Discussion/Vote:** Bob Lindseth motioned for the Treasurer’s Report to be accepted as written, it was seconded by Joe Durso, and the motion passed unanimously.

Sponsorship Report (Jeff Snyder):

- No report since Jeff Snyder could not attend the meeting.

Programs Report (Donya He):

- No report since Donya He could not attend the meeting.

Awards (Joe Durso):

- Joe Durso is representing the CC on the AOC National Awards Selection Committee which started the beginning of May. Joe will participate in the June 16th telecom with AOC National Awards Board. The slate of awardees should be announced by early August.

Outreach/Membership Report (Laura Sunden):

- No report since Laura Sunden could not attend the meeting.

Scholarship Report (Mike Conschafter):

- Mike Conschafter was unable to attend the meeting, but President Orwan provided an update. He said Mike has a plan for the Scholarship funds and that he would send it out next month for review.
- Mr. David Flores was nominated by the VaTech nominating team for a CC Fall Scholarship. Mike sent the nomination out to the BoD for ratification. President Orwan will send out an email to the BoD for a vote to award a \$2500.00 CC Scholarship to Mr. Flores. ACTION: President Orwan to email to BoD electronic vote on the award of a \$2500.00 scholarship to Mr. David Flores.

STEM Committee Report (Mark Heck):

- Leslie Gruis noted she is starting to work the STEM program for the Fall AOC Symposium.
- Mark Heck did not attend the meeting, but provided the following STEM Committee Report via email:

- **Montgomery County Public Schools (MCPS)** – Intro Site Survey mtg held (Leslie) – Apr 13, 2018:
 - 160K student representation (preK-12)
 - MSPS is following the Next Generation Science Standards (NGSS)
 - **Action:** MCPS will meet with AOC Cap Club re: MCPS students participating in the AOC 2018 Annual Symposium
 - **Action:** MCPS will provide AOC Cap Club with syllabus from MCPS
- **South River High School/Anne Arundel County – Intro mtg held Apr 27, 2018 (Barry)**
 - Participated in AOC STEM Symposium event last year
 - ~2.3K Students; mature STEM Program
 - STEM Capstone Presentation Night – May 17, 2018 – Barry Fell/Mark Heck supported as Presentation Judges
 - **Action:** Nick Forman, South River High School STEM Coordinator, F/O with Barry on specific STEM needs
- **Wakefield High School/Arlington County:**
 - Site Visit Follow-up – received ‘STEM Club Activities for 2018 that include:
 - On property speaker sessions, field trips through 2018, Cyber Patriot Competition, Code as a Second Language, Multiple Robotics Competitions, Etc.
 - **Action:** AOC Cap Club STEM Committee reviewing for alignment/support **
- **The Citadel Follow-Up:** Don Revell leading next steps post Initial Presentation mtg
- **AOC STEM Monthly Meetings** (Blain POC):
 - Set up to help coordinate the STEM Outreach Program part of the 2018 AOC Symposium
 - Next Meeting – Jun 6, 2018
- **Travis Slocumb, Raytheon VP, Space and Airborne Systems, Electronic Warfare Systems - AOC Presentation**
 - MITRE (Barry Fell) offered to host (Classified Session, Host up to 200 attendees)
 - Topic: Industry Perspective on EW (RF-enabled cyber affects)
 - **Action:** AOC STEM Committee to support recruiting/invites, this is in work (Barry Fell leading now)
 - **Action:** Donya He to coordinate/close with Dana Carroll (Travis Slocumb POC) date

Old Business:

- a. **CY2018 – Goals and Objectives:** No discussion.
- b. **CY2018 – Calendar of Events/Meetings:** No discussion.
- c. **CY2018 – Budget/Funding Requirements:** No discussion.
- d. **Elections:** President Orwan requested Bill Reed send out the CC BoD terms of office for the upcoming elections this summer.

New Business:

- **AOC National 55th Annual Symposium:** Bob Lindseth is the CC Coordinator for the Symposium again this year. He is looking for all volunteers from last year to re-up and support the effort again this year.
 - There is a new opportunity to support called the “Innovation Stage”, more to come on this effort.
 - Glorriane requested the CC provide some pack-up volunteers at the end of the Symposium to help pack up the AOC Store. The Store will be on the exhibit floor.
 - Bob said there may be some changes in the registration process this year....more later.
 - There will be 10 STEM Volunteer Stations (Interactive Stations) this year.
 - Bob said to look for a flyer on the AOC website for more volunteer opportunities.
 - President Orwan asked if the CC was planning to have a Multi-National Forum (MNF) this year at the Symposium. Discussion ensued and further determination needs to be done on whether there is a MNF or not.

Motion/Discussion/Vote: Bob Lindseth motioned for the meeting to be closed, Joe Durso seconded, and the BoD agreed to close the meeting at 12:47 PM.

The next CC BoD meeting is on Monday, July 9th at 11:30 AM at AOC National. All BoD meetings, without classified presentations, are unclassified and open to all members and are now scheduled for the first Monday of the month.

Respectfully submitted,
Bill Reed
Secretary
Capitol Club
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