

Attendees

| Board Position | Name | Present |
|--------------------------|---------------------------|----------------|
| President | Mr. Ryan Bunge | X |
| Executive Vice President | Ms. Natalie Linville-Mass | X |
| Treasurer | Ms. Janet S. Masamoto | X |
| Secretary | Mr. Gregory J. Wild | X |
| Director, Symposium | Ms. Tammy Dean | X |
| Director, Donations | Mr. Alan Kruse | |
| Director | Mr. Mark A. Westrom | |
| Director | Mr. Alan George Wilson | |
| Director, Nominating | Mr. George B. Rivard | X |
| Director | Ms. Joy D Fleming | X |
| Director, Programs | Ms. Kim E. White | X |
| Director, STEM Programs | Ms. Celia M. Hadden | X |
| Director, Membership | Mr. Todd Prouty | X |
| Director, Scholarships | Mr. John W. Masengarb | |
| Director, Awards | Ms. Brittany Benson | |
| Director | Mr. Tim Bower | |
| Director | Mr. Ernie Cychosz | |
| Candidate for Board | Mr. Dhiraj Raghwani | X |

Meeting Called to order at 5:03 Central time

1. Mr. Bunge called the meeting to order at approximately 5:04 pm CST. meeting

2. Meeting minutes

Board reviewed the minutes from July and the September meetings. A few errors were found in the July minutes. G. Wild took action to go back to the recording and verify accuracy and re-send out for email approval.

3. Finance, Treasurer, Ms. Janet Masamoto

Ms. Janet Masamoto reviewed finances.

| | |
|----------------------|---------------|
| Prior Balance | \$53,682.34 |
| Income | \$11,117.61 |
| Total | \$64,799.95 |
| Expenses | (\$729.01) |
| Current Bank Balance | \$64,070.94 |
| Outstanding Checks | (\$3,017.42) |
| Total Commitments | (\$12,010.32) |
| Uncommitted Funds | \$49,043.20 |
| Cash Reserve Goal | \$50,000.00 |
| Shortfall to Goal | \$956.80 |

There was some discussion on how this compares to past symposiums for profit. Mr. Rivard said that previous years were in the ~\$30-40K range and it usually corresponds to our sponsors and this year we had more sponsors. He also made the point that we do not yet have an FY 2023 budget established. Mr Bunge said that we will need to review that when we get back in January. Mr. Rivard said the Treasurer typically would strawman with the planned expenses and then the board can review and approve. In years past he adjusted the desired cash reserve. There is no formal guidance on the target cash reserves which were \$50K this year. Mr Bunge took the action to get with Ms. Masamoto and put together a draft budget and try and send out to the board in December.

Mr Prouty made a motion to approve the Treasurer's report. Ms. Linville-Mass seconded. The board voted unanimously to approve.

4. **Program Committee.** (Chair-Kim)

5. **Program committee. Ms. Kim White/ Ms. Tammy Dean**

Ms. Tammy Dean reviewed the results of the **Symposium**

- Successful event
- Net profit of ~\$32K
- Many people prefer the spring so the committee is going to target Mid May (16th and 17th) for 2023
- Good videos for the sponsors
- Phone agenda saved money and worked well.
- Capturing lessons learned
- Will be sending out a save the date
- Final numbers were approximately 300 ~275 plus 25 walk ins
- Dinner cruise was awesome and well received

Ryan thanked Tammy and the committee for all the great work and if the committee needs to lock in the save the date, we can approve via email

Natalie made a motion to approve a May date. George seconded. Board voted unanimously to approve.

They also talked about emerging technology as the next focus

Two other things Mr Bunge mentioned:

- Do we want to think about any small virtual events?
 - Ms. Dena thought maybe we can look at that later in the fall after reviewing survey results and after the may symposium
 - Ms Linnville-Mass agreed that we should not try anything until after May
- Board meeting at one of the locations – Ryan mentioned potentially BAE Maybe include
 - Afternoon meeting
 - Tour
 - Dinner
 - Potentially invite potential corporate member candidates

- Generally the board was in agreement
- Notionally thinking March due to better weather than January
- Greg/ Dhiraj took the action to check on BAE hosting in March

6. Scholarship Committee John Masengarb Chair, Janet Masamoto, Tammy Dean, Ryan Bunge

Ms Hadden reviewed the schedule for applications and selection

She wanted to confirm that we want to commit to \$2500 for the QCESC STEM. Recipients will be recognized at the February QCESC celebration.

Ms Hadden moved to fund a \$2500 scholarship line item for 2023 budget. Mr. Wild seconded. All voted in favor of approval.

Informationally, for STEM, there is a project that the QCESC Council is sponsoring with a pilot program for STEM grants locally. They will be selecting awardees the following day and Ms. Hadden will participate. She suggested potentially adopting the QCESC Grant framework for future grants from NDIA. She will bring that information back to the board for the next meeting.

Mr. Bunge said for the 2023 Program schedule, the changes we made with regard to the schedule were good. We should think about whether other changes should be made such as automation. Mr Rivard said that we made that change with the \$25 fee to make it a fillable form. Also, even though Mr. Masengarb separated the Sgt Fisher from the other awards, the application was combined and he was having difficulty with re-doing the registration. Mr Bunge took action to follow up with John off-line. The deadline for the application is 11 April and selections are made in May. Mr. Bunge also said that since his daughter will be applying for a scholarship, he will have to recuse himself from the selection committee.

7. Website/Facebook/Constant Contact. (George/Natalie)

Ms Linnville-Mass would like to re-visit the website. The current one makes it very difficult to track members and is non-compliant

Natalie made a motion to approve \$2K in the budget for the Web Guild or NDIA in order to update and make it more usable and trackable. Ms Hadden Seconded. All voted unanimously to approve.

Ms. Linville-Mass took and action to bring forward a recommendation for which site to host for the next board meeting.

Ms. Linville-Mass will be going to the National Conference this year in Washington DC.

Facebook and constant contact we usually do 2 per month. She recommended shorter and more frequent e-Blasts

8. **AWARDS Program Committee:** (Ms. Brittany Benson Chair)
 - Ms Benson was not able to make the meeting. Mr. Bunge gave a shout out to Brittany for all the work in the award applications

9. **Donations Committee:** (Al/George- Co-chairs)
 - Mr. Rivard – Nothing to report. He did hear that USO is no longer on the Island

10. **Membership:** (Mr. Todd Prouty - Chair, Mr. George Rivard).
 - a. Membership count at 625, up 12 from July 22
 - b. Working on reaching out to new members
 - i. Mr. Bunge added he would like to hear from new members if there are any issues they are experiencing
 - ii. He cited commercial contracting as an issue that the larger firms are directly involved with National to address and we had a letter signed by many lawmakers including Rep Hinson's Office
 - c. Ms. Linville-Mass said that we could set up a Survey Monkey to solicit inputs from Industry

11. **Nominating Committee:** (Celia- Chair, George): Celia's provided FY22 budget slimming was incorporated. –
 - a. Alan is leaving so he will need to be replaced
 - b. Greg Wild Retiring from BAE and will be resigning from the board – He has recruited Dhiraj Raghwani as a potential replacement
 - c. Mr. Bunge welcomed Dhiraj as a visitor for the meeting and took action to get Dhiraj teed up as a nominee for vote
 - d. Mr. Bunge stated that we should try and get someone from the Government as a new board member.
 - e. MG(R) Fontaine, former Senior Mission Commander at Rock Island Arsenal, was suggested. Ms. Linville-Mass will make the connection and Mr. Bunge will discuss with him.

12. **NEW/OTHER BUSINESS/INFO:**
 - a. **Leadership Conference** – Natalie is attending
 - b. **Model Chapter/Chapter of Excellence:**
Mr. Ryan reiterated feedback from National – eligible for Model Chapter but not Chapter of Excellence (did not recruit 3 corporate members in FY22)
 - c. **Location for next meeting.**
10 January 2023, 5PM ZOOM invites were sent for all meetings.

Mr. Prouty made a motion to adjourn, Several members seconded. All voted in favor to adjourn at 6:27 pm