



**SAME Denver Post Board Meeting Minutes
Tuesday, May 27, 2008**

Location: Office of Coover-Clark & Associates, Inc., 1936 Market Street, Denver, CO 80202

Attendees:

Bolin, Jeremy	Meyer, Elizabeth
Coats, John	Montera, Jeff
Costello, Ron	Kitchell, Robert
Holbrook, Jon	Rasmussen, George
Jackson, Tracy Lynn	Scher, Patrick
Martin, Amy	

Call in Number: 1-877-494-5165; Participant Code: 892599

The meeting was called to order at 11:35 am by Post Vice President, Jon Holbrook.

Secretary Report

Jon Holbrook's opening comments included a reminder of the Joint Pike's Peak (PPP) and Denver Post (DMP) Board and General Meeting on 1 July at the Air Force Academy. The General Membership Meeting will be discussing the Air Force Current Trends in Construction Contracts and Services at the USAFA Field Engineering and Readiness Laboratory (FERL). PPP and DMP will meet at the North Entrance to the Air Force Academy no later than 1100 hours for carpooling to the FERL site. The Denver Post offered assistance with Pay Pal but has not heard a response from the Pikes Peak Chapter. The Pikes Peak chapter will coordinate and arrange all the reservations and payments, therefore will keep any additional monies from fundraising.

Jon noted that the minutes from 1 April and 29 April meeting were available for review. The minutes were approved as written.

Treasurer Report

- Ron Costello reviewed the following items in his submitted written report.
- The checking account balance as of 26 May was reported as \$59,879. Pay-pal balance as of 26 May was \$3,450. Scholarship Raffle to date is \$643.00. Total Revenue received from 2005 Regional Conference was \$24,500. Pay-pal in addition to \$8,765 in Compass Bank is the current 8 on 8 Revenue.
- Current Investment balance as of 26 May was \$54,941. Charles Schwab account is not funded, awaiting stabilization of the market.



- The total May monthly expenses were \$1,405.53 with a total May revenue of \$1,490.15 and the May meeting revenue is \$1362.15 resulting in a meeting profit of \$43.38 for May and meeting profit year to date of \$529.42. There were 66 in attendance for the 15 May Luncheon which included 3 invited guests. Total No-Shows year-to-date is 20 with 16 of those payments resolved.
- Other May expenses total were \$5,859.56 which included \$2,750.00 for the Campers program. The Denver Post will receive payment from SAME Headquarters for this expenditure.
- Jon Holbrook posed a question for the board. Are we are on target for the chapter's revenue compared to previous years? Is there more that the chapter can be doing to increase individual memberships and sustainable firms?
- The Treasurer's report was approved.

Old Business

- Jeremy Bolin announced he will be leaving for Iraq in a few weeks. Jon Holbrook and the entire Denver SAME Post wish Jeremy a safe and speedy return from Iraq.
- The Tax Form 990 for Non-Profit Organizations was filed in May on behalf of the Denver Post.
- Jon Holbrook did not attend the SAME National meeting but will continue to investigate the purchase of a banner.
- The Denver Post is still awaiting a Proposal from the local Boy Scout organization. Jon Holbrook will follow up with Nathan By and Phillip Spill. All proposal/presentation material will be posted on the Denver Post website.
- Geoff McKenzie of CDM placed an advertisement in the Omaha Post newsletter. Ron Costello sent the advertising information to John Shaler for review. The post agrees that advertising could be a great source of revenue. The chapter suggested there may be ways to jazz up the newsletter and increase the circulation numbers. Karen Weiss currently has the circulation list.
- LTC, USAR (Ret.), Robert E. Adamski, F. SAME donated \$500 as a memorial to Sergeant Ryan J. Baum from Aurora, CO of the 3rd Battalion, 509th Infantry Regiment, 4th Brigade Combat Team, 25th Infantry Division, Fort Richardson, Alaska who was killed May 18, 2007 in Iraq. The Denver Board is awaiting an update from John Shaler, this issue will be tabled and discussed at the 1 July Board meeting.
- The current enrollment for the 8-on-8 Industry Day is: 182 Attendees, including representatives, liaisons and attendees, compared to 225 in 2007. 96% have paid with either checks or Pay-Pal and the board anticipates 4% of attendees will pay at the door which constitutes 11 checks.
- The board suggested we make a concerted effort to fill up all the available tables or combine tables for 8 on 8 Industry Day, additionally people are



encouraged to bring their colleagues in an effort to fill up empty tables. Three additional young member moderators are needed. Patrick Scher has volunteered his own young member. The moderator's duties include: obtain and read bio's of the representatives, facilitate questions and conclude sessions. Currently, 50% of attendees will attend only the lunch and 50% will attend the full day. The lunch session is seen as one of the more beneficial sessions of the day. The post suggested the committee conduct an email blast through SBA (Small Business Administration), in addition to brainstorming supplemental venues to advertise the 8-on-8 such as contacting other organizations i.e.- CMAA and SWE or advertising amongst other local chapters i.e.- Frontier Post, or Pikes Peak Post.

- The 8-on-8 will provide a great learning for the Technical Forum in November. Prior to the Technical Forum, the Denver Post Board and appropriate committee members will investigate a range of agencies, including their agency bios, vision and programs before inviting them as speakers or guests.

New Business

- Jon Holbrook suggested we add the 2009 National SAME Conference in Salt Lake City as a new committee, however Anita Larson pointed out that this has been an on-going program committee.

Program Committee Report

July's Membership meeting is set for 1 July at the Air Force Academy, USAFA Field Engineering and Readiness Laboratory (FERL) from 11:30-1:00. Major General Del Eulberg, P.E., of F. SAME, USAF, will discuss current trends in construction contracts and services. PPP and DMP will meet at North Entrance to the Air Force Academy no later than 1100 hours for carpooling to the FERL site.

Neal Parker was unable to attend the 27 May post board meeting but sent several actions items via email:

- Dan Lane will confirm with Terry Edwards from AFCEE to verify his availability for the 21 August SAME General Membership Meeting or as an alternative the 16 October SAME General Membership Meeting.
- Once Neal Parker has confirmed with Terry Edwards for the 21 August SAME General Membership Meeting, he will advise Anita Larson so that she can schedule Charlie Scharmann, of the Rocky Mountain Arsenal for the 16 October SAME General Membership Meeting or the 21 August SAME General Membership Meeting depending on Terry Edwards' availability.
- Jon Holbrook will follow-up with CMAA for the 18 September event which will be a joint SAME/CMAA event.



Fellows

No report however George Rasmussen was inducted into the Fellows at SAME Nationals in Minnesota:- **Congratulations!**

NCO

No Report

Outreach and Communications

No Report

Education, Training and PDU's

No Report

Small Business

Greg Kilkenny is working on the small business speakers for the 8/8 in June.

Young Member Report

Amy Martin described the format for the November Technical Forum. Multiple locations have been discussed but currently the School of Mines is slated for the event, based on exceptional attendance and a great benefit to the majority of the student body. Amy Martin and Derek Ulehla are researching several components of the forum which may include: afternoon tours, educational sessions offering Professional Development Hours (PDH), while reviewing agendas from the last several Technical Forums for brainstorming ideas for advertising venues and innovative technologies. Some of the PDH topics discussed were High Definition Survey- PBS&J may be able to provide, BIM (Building Information Modeling), Bentley versus Revit, Pro's & Con's of Design-Build-JE Dunn or Hensel Phelps may be able to provide and Commissioning/LEED topics. The committee members are: Amy Martin, Derek Ulehla, Elizabeth Martin, Greg Kilkenny, Patrick Scher and John Coats. The committee is unsure of the streamer requirements but will look at the scheduled events. Please submit all suggestions to Amy Martin.

National Security

No Report

Scholarship

No Report

Membership

Chuck Jones was unable to attend the Denver Post Board Meeting but sent out a Summary Membership Report as of 23 May. Chuck reported that Individual Membership has declined since 31 January however sustaining members have increased since 31 January. The Base Total of 378 (does not include the 27-30 students enrolled). The decline exists because of non-renewals in Individual



Memberships which was balanced out in an increase in Sustaining Member Reps. There has been no change in the number Sustaining Firms since 3 March, which may be due to SAME Nationals not updating the Real-Time Numbers. Jon Holbrook discussed ideas for increasing membership. The ideas included: (1) Attaining individual membership lists to see if all members have 2 posts chosen if not, elect Denver as their secondary post. (2) Approaching companies that have five appointed spots and make sure they are all being utilized by their employees. (3). Contacting large well-known A/E/C firms in the Denver Metropolitan area to “sell” the benefits of joining SAME. (4). Speaking with local Denver agencies to gain support and membership, unfortunately the agencies will not pay the SAME membership fees for their employees, so the individual is responsible. Chuck Jones distributed the individual rosters via email but Bob Kitchell discussed the potential “Security Issue” with the release of membership lists. Bob would prefer to send out a General Distribution list and when enlisted by individual members for committee purposes, he will distribute individual lists. The Motion was passed not to print out or email individual membership lists.

MATH Counts Report

No Report

Summer Camp

The Denver Post Board would like to discuss ideas with John Mullans on securing an adequate replacement(s). John has been organizing, coordinating and executing the Summer Camp program for the SAME Denver Post Board for seven years. The Board suggested either one full time individual, potentially Cindy Lincicome, two part time volunteers or a committee with a leader. George Rasmussen suggested developing or resurrecting the “job description” and John Mullans could potentially mentor the next candidate. Melissa Cushing was nominated for CB Camp. Elizabeth Meyer saw her name on the list, she will email Erin to verify Melissa is on the final list. If Melissa is accepted as the nominee, her parents requested the SAME Denver Post assist with half of the airfare.

Relationships/ Recognition

- George Rasmussen was inducted into the Fellows at SAME Nationals in Minnesota.
- John Mullans will receive the President’s Award. SAME Nationals will have the official photos and will be downloaded to SAME Denver Post site.
- The 2008 SAME National in Minnesota was a huge success and the Denver Post is looking forward to an even more tantalizing and thought provoking National Conference in Salt Lake City in 2009.



- Jim Quin and other SAME colleagues, still to be announced will be proudly representing the Denver Post at the 2009 Annual JTETC (Joint Engineering & Training Conference).

Small Business Industry Day/8 on 8 Event 2008

8 on 8 was discussed under Old Business at the beginning of the meeting as to have ample time to discuss all pertinent details for the upcoming event.

Next Meeting

The meeting will be a Joint Pike's Peak (PPP) and Denver Post (DMP) Board and General Meeting on 1 July at the Air Force Academy at 10:30 am before a luncheon with the campers.

The meeting was adjourned at 1:30 pm.
Meeting minutes taken by Tracy Lynn Jackson.