



SAME Foundation Board Meeting Notes

1330 - 1600, Wednesday, May 23, 2018

2504B, Kansas City Convention Center, Kansas City, MO

Attended		
RADM (R) Gary Engle	Julie Fisher	Angie Goral
COL (R) Tony Leketa	Maj Gen (R) Gene Lupia	Col (R) John Mogge
MG (R) John Peabody	Jane Penny	Hal Rosen
*LTG (R) Robert Van Antwerp	Roger Wozny	Col (R) Marv Fisher**
LTC (R) Mike Darrow**	Caroline Roberts**	Susan Thames**
Ron Torgerson**	Sally Riker**	BG (R) Joe Schroedel**
Eddie Gonzalez**	Allison Ingram**	Kathy Off**
Did not Attend		
Maj Gen (R) Del Eulberg	COL (R) Bud Griffis	VADM (R) Mike Loose

*Called in

**Non-voting

Summary: The board heard reports on finances, investments, marketing, Post Funds Policy, internal communications, and the emerging Leadership Development Program (LDP). A committee was formed to develop a succession plan, led by John Peabody. The board approved the formal charter of the Stewardship Committee, led by Gene Lupia. The group also formed a fundraising team to initiate contact with the first two companies on the fundraising plan.

Administrative: The board had a quorum of 11 people. The meeting was conducted IAW the Foundation Bylaws and followed the agenda loosely based on schedules (see Encl 1 w/read-aheads).

Financial Update (Encl 2): Allison Ingram presented the most current financial report. As of March 31, 2018, assets total \$1,491,464. The tax return was filed on time with the IRS. Allison also presented the preliminary budget for the Foundation with a conservative net for 2018 of \$21,500. The group asked that the word “overhead” be changed to “other” since there is no real overhead, but there could potentially be miscellaneous expenses that the Foundation has not yet identified.

Action: Allison Ingram will make the change.

Succession Plan Update: The board is comfortable with the inherent fiduciary responsibility. John reminded the group that anybody is free to resign at any time. The bylaws do not present any rigor in the succession process. Some felt that a 2 year term was insufficient and terms should be staggered. John Peabody will lead a committee consisting of Gene Lupia, Gary Engle, John Mogge, and Tony Leketa to examine the bylaws and present a proposal.

Action: John Peabody will lead group to develop proposal and reconvene via conference call to discuss the proposal.

Investment Committee Update (Encl 3): Gary Engle reported that the Investment Committee is also looking at succession and would like to reach seven members. The committee is happy with Orion and the board is comfortable with the report pertaining to it’s fiduciary responsibility to donors.

Marketing Update (Encl 4): Julie Fisher presented a preliminary flier with a letter on one side and information on various foundation related initiatives of the society on the back. This flier is meant to be a “leave-behind” and “fishing” test. The board agreed that it should stick to the compelling need and should be vetted by the

board before final distribution. It must integrate with the Society Strategic Plan and it needs a brand. Sally Riker has joined the marketing team.

Action: Jane Penny will send out the document for comment to the board.

Stewardship Update (Encl 5): Gene Lupia reminded the board of the list of stewardship policies that needed to be addressed. His committee will work off of an example from the National Women’s Law Association. He presented a charter to officially establish and guide the committee (Encl 5). Two additions to the committee are Hal Rosen and Ron Torgerson.

Action: Committee is creating stewardship policy document for public consumption.

Internal Outreach Update (Encl 6): Roger Wozny provided an update on internal outreach. He explained that the Foundation Brief (housed on the web page) is constantly updated as necessary. He plans to record a briefing that can be played at Post meetings.

Action: Roger will work with SAME Staff to record a briefing to be posted.

Post Funds Policy Update: Allison Ingram received no comment from the board about the proposed Post Funds Policy prior to the board meeting. She will make some adjustments and send back out via e-mail for comment. We are continuing with test posts and will announce the opening to other posts after the decision. Once the document is sent out again for comment with deadline, no response will equal acceptance. National Office will then announce the policy to all Posts to begin using immediately if they desire.

Action: Allison Ingram will send Post Funds Policy to board for comment.

LDP Update: The LDP Team reported on progress to date. Major points are:

- 2019 will begin the first class with graduation at 2020 JETC
- Class will be around 16 people and last for one year
- 8 hours of non-virtual training, but most will be virtual
- Theme is “Know yourself, know your team, know your future.”
- Program will include weekly calls, a reading list (provided by Angie Goral), and an assigned Fellow Mentor to each candidate
- Estimated cost is \$35K. Allison Ingram will assist with budget expectations.

Next steps are to finalize the curriculum before the Post Leaders Workshop. They will also establish selection criteria and admission to the program.

Fundraising Plan: The team established the first two fundraising targets from the list previously provided and assigned the following individuals: John Mogge, Hal Rosen, Tony Leketa, Jane Penny, Julie Fisher.

Encl 1: Agenda

Encl 2: Financial Update

Encl 3: Investment Committee Update

Encl 4: Marketing Update

Encl 5: Stewardship Charter

Encl 6: Internal Outreach Update

Encl 7: Action Tracker

Minutes approved, June 11, 2018



Brig. Gen. Joseph Schroedel, P.E., F.SAME, USA (Ret.)
Executive Director, SAME Foundation



Col. John Mogge, Ph.D., RA, F.SAME, USAF (Ret.)
President, SAME Foundation

Encl 1

TIME	AGENDA	Discussion Leader or Briefer
1330 – 1335	Call to Order – Quorum Established – Pledge of Allegiance	John Mogge
<i>Reports (please address action items in updates – Encl 1)</i>		
1335 - 1345	Financial & Tax Update	Allison Ingram
1345 – 1355	SAME Strategic Update (RT2020AB)	Joe Schroedel
1355 – 1405	Governance Update	John Mogge
1405 – 1415	Investment Committee Update	Gary Engle
1415 – 1425	Marketing Committee Update	Jane Penny
1425 - 1435	Communications Update	Angie Goral
1435 - 1445	Stewardship Update	Gene Lupia
1445 – 1455	Internal Outreach Update	Roger Wozny
1455 – 1505	Post Resources Management Update	Hal Rosen
1505 - 1515	LDP Update	Mike Darrow/Caroline Roberts
<i>Discussion</i>		
1515 – 1550	Fundraising Plan Forward	John Mogge
1550 – 1600	Summary & Action Assignments	John Mogge

Encl 2: Financial Statement



Statement of Financial Position

As of March 31, 2018

Assets	
Cash	\$ 59,038
Due from SAME	41,995
Prepaid Expenses	6,600
Investments Held for Posts	372,060
Investments	1,011,772
Total Assets	\$ 1,491,464
Liabilities and Net Assets	
Liabilities	
Investments Held for Posts	\$ 372,060
Due to SAME	34,826
Total Liabilities	406,886
Net Assets	
Net Assets Unrestricted	799,686
Net Assets Temporarily Restricted	10,667
Net Assets Permanently Restricted	274,226
Total Net Assets	1,084,579
 Total Liabilities and Net Assets	 \$ 1,491,464



Statement of Activities

March 31, 2018

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Revenue				
Individual Contributions	\$ 2,853			\$ 2,853
Corporate Contributions	250			250
Estate Contributions	240			240
Dividends and Interest	3,611			3,611
Unrealized Gains and Losses	(15,875)			(15,875)
Total Revenue	<u>\$ (8,921)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (8,921)</u>
Expenses				
Professional Services	\$ 15,136			\$ 15,136
Offices Supplies	-			-
Board Activities	-			-
Bank Fees	1,538			1,538
Total Expenses	<u>16,674</u>	<u>-</u>	<u>-</u>	<u>16,674</u>
Change in Net Assets	<u>\$ (25,595)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (25,595)</u>

Foundation Budget



Budget for Fiscal Year 2018

	<u>Total</u>
Revenue	
Individual Contributions	25,000
Corporate Contributions	0
Estate Contributions	50,000
Investment Earnings	55,000
	<hr/>
Total Revenue	\$ 130,000
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Expenses	
Leadership Development Program	20,000
Camp Scholarships	16,000
Professional Services	37,500
Board Activities	2,500
Overhead Allocation	20,000
Marketing	5,000
Bank/Investment Fees	7,500
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Total Expenses	\$ 108,500
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Change in Net Assets	\$ 21,500



Investment Committee Foundation Update

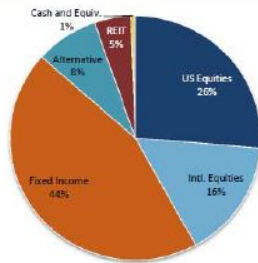
Gary Engle

23 May 2018 Foundation Board Session



- Undertaking a [Review of our Investment Policy](#)
- Following through on [Committee Assignment Rotation](#) of 1-2 new Investment Committee members per year, with a ~3 year term for a max of 5 people. Currently:
 - Allison Ingram
 - Mark Handley
 - Heather Wishart-Smith (last day was 27 April 2018)
 - Candis Hamilton (Young Member)
 - Brandi Dennis (new member starting 27 April 2018)
 - Gary Engle (Foundation Board Vice President)
- [Brandi Dennis Joins the Investment Committee](#)
 - Served on NOVA Post several years; as Treasurer and currently 2nd VP.
 - Civilian with USACE for last 20 years; currently national program manager for the USACE Medical Facility Center of Expertise in Alexandria, VA
 - She is also a Navy veteran
 - Was member of 2 different investment clubs, 1 in Washington state and 1 in DC area.
- [Foundation Investments Performance](#) – Committee review with Investment Manager on 27 April; Q1 report through 3/31/2018. (*Orion is now DiMeo Schneider & Associates LLC*).
 - Down Quarter; but performance better than benchmarks
 - Lost some value this quarter (entire market lost value)
 - Inception to date results still strong (5.23% vs benchmark of 5.2%)

Investment Activity (12/31/2017 to 03/31/2018)	
Opening Market Value	1,402,709
Net Cash Flow	-2,104
Appreciation	-16,774
Closing Market Value	1,383,831
Portfolio Return	-1.24
Weighted Fee	0.55

Asset Allocation


Asset Class	Weight
US Equities	26.31
Intl. Equities	15.70
Fixed Income	44.56
Alternative	8.14
REIT	4.72
Cash and Equiv.	0.57

Portfolio Description	Market Value	Weight (%)
Schwab S&P 500 Index	281,555	20.35
Janus Enterprise Mid Cap Growth	21,455	1.55
Vanguard Mid Cap ETF	20,579	1.49
Harbor Small Cap Value	20,068	1.45
Vanguard Small Cap ETF	20,486	1.48
Harding Loevner Int'l Gr	57,345	4.14
Harbor Int'l Value	56,592	4.09
Vanguard FTSE Developed Mkts ETF	47,486	3.43
Lazard Emerging Mkts	55,807	4.03
JP Morgan Strategic Income	77,126	5.57
Loomis Sayles Invst Grade	77,085	5.57
Metropolitan West Total Ret	231,563	16.73
Western Asset Core Bond	230,909	16.69
Blackstone Alternative Multi Strategy Fund	55,996	4.05
Eaton Vance Absolute Return	56,690	4.10
iShares Core US REIT	65,253	4.72
Money Market	7,837	0.57
Total	1,383,831	100.00

Past performance is not indicative of future results. Please see important information at the end of this report. Mutual Fund returns are net of fees. SMA returns are net of fees post 2005.

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Manager/Benchmark	Inception Period	MV/WT%	QTD	YTD	1 Yr	3 Yr	5 Yr	7 Yr	10 Yr	Inception
Total Portfolio	05/2017 (0.9 yr)	1,383,831	-1.24	-1.24						5.23
CPI			0.60	0.60						2.12
Customized Benchmark			-1.24	-1.24						5.44
US Equities										
Schwab S&P 500 Index	05/2017 (0.8 yr)	281,555	-1.02	-1.02						12.51
S&P 500		20.3%	-0.76	-0.76						12.84
Janus Enterprise Mid Cap Growth	05/2017 (0.8 yr)	21,455	4.76	4.76						21.62
Russell MidCap Growth		1.6%	2.18	2.18						18.01
Vanguard Mid Cap ETF	05/2017 (0.8 yr)	20,579	-0.28	-0.28						10.72
CRSP US Mid Cap TR USD		1.5%	0.02	0.02						10.03
Harbor Small Cap Value	05/2017 (0.8 yr)	20,068	-2.43	-2.43						11.71
Russell 2000 Value		1.5%	-2.64	-2.64						4.72
Vanguard Small Cap ETF	05/2017 (0.8 yr)	20,486	-0.58	-0.58						10.31
CRSP US Small Cap TR USD		1.5%	-0.22	-0.22						12.13
Asset Class Total		364,143	-0.70	-0.70						12.76
Intl. Equities										
Harding Loevner Int'l Gr	05/2017 (0.8 yr)	57,345	0.35	0.35						14.96
MSCI EAFE		4.1%	-1.52	-1.52						11.95
Harbor Int'l Value	05/2017 (0.8 yr)	56,592	-1.00	-1.00						8.56
MSCI EAFE		4.1%	-1.52	-1.52						11.95
Vanguard FTSE Developed Mkts ETF	08/2017 (0.6 yr)	47,486	-1.54	-1.54						6.15
FTSE Developed ex North America NR USD		3.4%	-1.45	-1.45						6.19
Lazard Emerging Mkts	05/2017 (0.8 yr)	55,807	2.20	2.20						16.39
MSCI Emerging Markets Net		4.0%	1.41	1.41						22.26
Asset Class Total		217,230	0.05	0.05						11.87

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Manager/Benchmark	Inception Period	MV/WT%	QTD	YTD	1 Yr	3 Yr	5 Yr	7 Yr	10 Yr	Inception
Fixed Income										
JP Morgan Strategic Income	05/2017 (0.8 yr)	77,126	0.24	0.24						1.77
ML 3 Month LIBOR Index		5.6%	0.33	0.33						1.13
Loomis Sayles Invst Grade	05/2017 (0.8 yr)	77,085	-0.06	-0.06						3.71
Barclays Capital Government Credit		5.6%	-1.58	-1.58						0.55
Metropolitan West Total Ret	05/2017 (0.8 yr)	231,563	-1.34	-1.34						0.38
Barclays Capital Aggregate Bond		16.7%	-1.46	-1.46						0.43
Western Asset Core Bond	05/2017 (0.8 yr)	230,909	-1.57	-1.57						1.31
Barclays Capital Aggregate Bond		16.7%	-1.46	-1.46						0.43
Asset Class Total		616,682	-1.07	-1.07						1.32
Alternative										
Blackstone Alternative Multi Strategy F	05/2017 (0.8 yr)	55,996	-0.86	-0.86						1.21
HFRI FOF Composite Index		4.0%	0.72	0.72						4.85
Eaton Vance Absolute Return	05/2017 (0.8 yr)	56,690	0.39	0.39						2.59
U.S. Treasury Bills		4.1%	0.32	0.32						0.99
Asset Class Total		112,686	-0.24	-0.24						1.90
REIT										
iShares Core US REIT	01/2018 (0.2 yr)	65,253	-4.00	-4.00						-4.00
FTSE NAREIT Equity REITs TR USD		4.7%	-3.33	-3.33						-3.33
Asset Class Total		65,253	-6.34	-6.34						-2.64
Cash and Equiv.										
Money Market	05/2017 (0.8 yr)	7,837	0.05	0.05						0.10
CD - 3 Month		0.6%	0.06	0.06						0.22
Asset Class Total		7,837	0.05	0.05						0.10

Past performance is not indicative of future results. Please see Important Information at the end of this report. Mutual Fund returns are net of fees. SMA returns are net of fees post 2005.

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Encl 4



Dear Colleague,

We should all be concerned about national security. Having a pipeline of strong engineers is critical to the success and future security of our nation.

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A RICH LEGACY OF LEASERSHIP AND SERVICE TO AMERICA...

Charles Dawes
30th. Vice President of the United States 1925 to 1929
SAME President 1928

"I have been a member of this Society since its inception....I have belonged to many distinguished groups but none in which I have a greater sense of honor than in the Society of American Military Engineers."

General of the Army Douglas MacArthur 1858
SAME Charter Member

WHAT'S YOUR LEGACY?

The image is a promotional graphic for the SAME Foundation. It features two portraits: on the left, a black and white portrait of Charles Dawes in a suit and tie; on the right, a color portrait of General Douglas MacArthur in a military uniform and cap. The background is a light yellow-green. The text is arranged in a clean, professional layout, with the main title at the top, biographical information and a quote in the middle, and a call to action at the bottom.



ESTABLISHED IN 2016, THE SAME NATIONAL FOUNDATION'S OVERARCHING MISSION IS TO FOSTER ENGINEERING LEADERSHIP FOR THE NATION.

The goal of the SAME National Foundation is to promote education through STEM development, mentorship, and to create opportunities to transform national prosperity, innovation, and security. SAME promotes an inclusive culture in engineering to cultivate new ideas and pursue engineering discovery that achieves a significant science, technology, and societal outcome to support our mission.

To achieve this mission the SAME Foundation undertakes special initiatives that reflect compelling opportunities for impact.



SUPPORT ENGINEERING LEADERSHIP

SAMEF promotes engineering leadership through local and national peer councils from around the United States to communicate and share ideas to be more effective in organizations. To achieve these goals, SAMEF funds professional development and career advancement of SAME members, and future members.



SUPPORT STEM

SAMEF is committed to providing generous funding to STEM education outreach activities for students from elementary school through college. By supporting a pipeline of programs, events, and campaigns which focus on student achievement, teacher development, and gender and ethnic diversity we inspire tomorrow's scientists, engineers and mathematicians.



SUPPORT MILITARY ENGINEERS

SAMEF is committed to the development of innovative programs designed for our active-duty service members and veterans to promote the achievement of their personal aspirations and career goals focusing on degree completion, as well as connecting users with career coaching and specific job opportunities based on their interests and training.



SUPPORT NATIONAL SECURITY

SAMEF is focused on supporting the security of the Nation through the study and development of acquisition, sustainment, and maintenance of essential national infrastructures which include resilience in transportation, water, power, and industrial hazards remediation. We aim to drive innovative approaches, improve safety and value through education, recommendations, and collaboration.

(1) Purpose Statement. This is the *guiding statement* driving all Foundation actions.

“Fostering Engineering Leadership for the Nation”

NOTE 1: Cmte felt the statement was on track, but discussed applying a different verb from “Fostering”; e.g., “Advancing” “Develop and Leverage”. Also discussed different word from “Engineering” (e.g., “Technical”, or “Engineer and Engineer-related”

(2) Focus Areas. The *focus areas* define purpose statement focus “By enabling” ...

Support engineering leadership

Support STEM

Support military engineers

Support national security

NOTE 2: The committee reached consensus that these four focus areas are appropriate for full board consideration.

(3) Action-oriented Deliverables. These actions operationalize how the foundation could allocate donor contributions – a menu to help engage prospective donors.

NOTE 3: The committee believed these deliverables should be vetted with the board.

“Your contribution to the Society of American Military Engineers Foundation will:

- ***Integrate Military Engineers, Architect/Engineer/Construction (A/E/C) industry, academia, and professional societies in order to support National security and protect the Nation***
- ***Integrate/leverage lifelong learning and continuing education programs to accelerate professional development and growth***
- ***Provide scholarships to deserving students pursuing degrees in Science, Technology, Engineering and Mathematics (STEM)***
- ***Provide unique Engineering and Construction camps to inspire high school student interest in STEM and to teach real-world teamwork and leadership skills***
- ***Inspire, develop, and mentor the next generation of STEM, military, government civilian, and A/E/C industry leaders***
- ***Accelerate technology transfer/advancement between industry, academia, and governmental agencies engaged in creating, improving, and protecting critical infrastructure***
- ***Help develop A/E/C Small Businesses*** [NOTE: The Committee appeared divided on whether this is more appropriate for the Foundation or the Society).
- ***Assist transitioning military service members pursuing careers in engineering and construction”***

[\(Intro to SAME\)](#)

The Society of American Military Engineers leads collaborative efforts to identify and resolve national security infrastructure-related challenges. Founded in 1920, SAME unites public and private sector individuals and organizations from across the architecture, engineering, construction, environmental and facility management, cyber security, project planning, contracting and acquisition, and related disciplines in support of national security. Headquartered in Alexandria, Va., SAME provides its more than 30,000 members extensive opportunities for training, education and professional development through a robust offering of conferences, workshops, networking events and publications. With a membership that includes recent service academy graduates and retired engineering officers, project managers and corporate executives, uniformed and public sector professionals and private sector experts, SAME bridges the gaps between critical stakeholders to help secure our nation. **[\(Identify strat plan which leads to Foundation intro\)](#)**

SAME Mission: "SAME leads collaborative efforts to identify and resolve national security infrastructure-related challenges."

2020 Vision: "SAME is recognized as the multi-disciplined integrator of military, public, private, and academic national infrastructure-related capabilities to produce viable solutions for America's national security."

SAME Values:

Integrity
Patriotism
Public Service
National Security
Technical Competence
Excellence
Environmental Stewardship

(Intro to Foundation)

"Fostering Engineering Leadership for the Nation"

Establishing the Foundation is a major step toward achieving the goals and objectives of the 2020 SAME Strategic Plan. We now have an enormous opportunity to support the development of the next generation of military, government civilian, and A/E/C industry leaders. The Foundation also will provide a secure and beneficial repository for charitable and other bequeaths from members of the Society and the public at large.

In 2011, The Society of American Military Engineers (the "Society") established an Education and Mentoring Fund ("E&M Fund".) The E&M Fund was established to promote the educational, professional development and mentoring goals of the Society. In conjunction with the 2020 Strategic Plan creation, the Society filed the necessary IRS paperwork to establish The Society of American Military Engineers Foundation ("Foundation") as a separate 501(c)3 tax exempt organization. The Foundation was established in spring 2016.

The Foundation establishment creates a separation of the philanthropic objectives of the Society from the Society's day to day operations. The Foundation will also provide a secure and beneficial repository for charitable and other bequeaths from members of the Society and the public at large. Initially, the Foundation will accept the transfer of the Society's E&M Fund (approximately \$900,000) and will continue to honor previous donor imposed restrictions. The Foundation expects to grow rapidly through aggressive fundraising campaigns in the years prior to the SAME Centennial in 2020.

The primary purpose of the Foundation is to continue to promote the strategic goals of the Society and to support the development and growth of members and future members. Therefore, spending will include but is not limited to the following:

- Funding member professional development and career advancement programs, including negotiating certification discounts, and then funding the programs
- Providing stipends to fund member travel to SAME events
- Supporting SAME Engineering & Construction Camps
- Promoting STEM-related initiatives
- Providing scholarships to students who are pursuing degrees in STEM-related fields

Education & Mentoring Fund (E&M)

The SAME Education & Mentoring Fund supported and promoted the educational, professional development and mentoring goals of SAME as expressed in the Strategic Plan. The goals of the E&M Fund were both to engage potential future engineers and to support the ongoing professional development of current engineers. Each year, SAME hosted numerous programs intended to achieve these goals, including workshops, webinars, educational sessions, scholarships, and outreach and mentoring activities. All unused fund in the E&M Fund have been transferred to the SAME Foundation.

Accomplishments

The Education and Mentoring Fund Steering Committee approved and implemented the following education and mentoring support to high school and college students and SAME Young Members:

Financial stipends were given to the winners of the following SAME awards to allow the award winners and their spouses to attend the Joint Engineer Training Conference & Expo and personally receive their awards at the Honors Ceremony:

- Tudor Medal for a civilian 35 years or younger
- Sverdrup Medal for a member of the uniformed services 35 years or younger
- Young Member Medal for a young member 35 years or younger

Payment for the airfare of up to 10 Young Members to attend the SAME Leadership Workshops.

Financial stipends were provided to Small Posts that desired to send a high school student to one of the [SAME Engineering and Construction Camps](#) but could not afford the total cost.

The Education and Mentoring Fund Steering Committee considered requests from the SAME Committees and Councils, and approved those which were consistent with the purpose of the Fund and could be sustained on a continuing basis within the projected revenue generated by the interest from the corpus of the Fund and donations made to the Fund by SAME members each calendar year.

Encl 5

SAME Foundation Stewardship Committee Charter

Stewardship is the responsibility of the entire Board of Directors of the SAME Foundation and cannot be delegated; however, in order to execute and monitor this responsibility, a Stewardship Committee is hereby established to oversee the stewardship chain of soliciting, receiving and delivering gifts to the Foundation and to the Society. The Committee shall oversee the reporting of the disposition of gifts and their use to donors and shall coordinate with the Investment Committee as to the appropriate investment of the funds during any periods that they are held by the Foundation.



M E M O R A N D U M

TO: The Society of American Military Engineers National Foundation Board
FROM: SAME Foundation Internal Outreach Committee
SUBJECT: Update to Internal Outreach Communications Plan
DATE: Issued for review in advance of May 23, 2018 Board Meeting

An Updated Draft Internal Outreach Communications Plan is attached for review by the SAME National Foundation Board.

It incorporates the changes suggested during the March 5, 2018 board meeting.

The Board consensus is that internal communication presentations be made by Foundation Board members and/or informed ex-officio non-voting members. To that end, a draft proposed Post contact plan is provided (Attachment A) for review and input. It is the first attempt at assigning SAME Posts to Board members based on geographic location. Thanks to Kathy Off for providing location information.

Your comments are welcomed and appreciated.

Respectfully Submitted,

A handwritten signature in black ink that reads "Roger J. Wozny".

Roger J. Wozny, P.E., FSAME, LEED® AP
Committee Chair



UPDATED
May 10, 2018

SAME FOUNDATION INTERNAL OUTREACH COMMUNICATION PLAN

Goal: Every Society Member will be aware of the National Foundation, it's compelling purpose, features and benefits by ~~2020~~2019

Background: Since the SAME National Foundation was approved by the SAME board a number of policy, procedural and organizational items have been completed. Now that the Foundation has "stood up" and been capitalized, it is imperative that all Society Members have a familiarity with the main tenants of the Foundation, its professional development objectives and investment option available to Posts. In order to achieve the goal of broad-based familiarity and consistent information across the Society, an Internal Outreach Committee was established by the Foundation Board of Directors.

The Society National Foundation is intended to provide a resource to endow educational and professional development purposes and to provide Posts with the option of participating in a secure, managed and beneficial repository for funds. The Internal Outreach Committee efforts augment but not supplant the National Foundation Development Plan which is focused on cultivating larger bequests from national and international prospective donors.

In order to disseminate information about the Foundation to Society Members that is consistent and reliable, a three-pronged approach is proposed.

Strategy:

- I. **Foundation Board Involvement**
 - A. The Internal Outreach Committee feels strongly that the Foundation Board Members, that created and formulated it, are most thoroughly familiar with the Foundation, its purpose, goals and objectives. Therefore, since the Board is geographically diverse (probably covers 90% of Posts), it is suggested that each Post be visited by a Foundation Board member to explain the Foundation, answer questions, encourage support and participation. A current Foundation briefing (periodically updated) can be accessed and downloaded at www.same/foundation along with Frequently Asked Questions (FAQ) for use in conducting Post briefings.
- II. **Fellows Involvement**
 - A. Fellows have an enormous opportunity to support the development of the next generation of military, government civilian and Architectural / Engineering / Construction industry leaders. The Fellows Pledge states, "(the Fellow) will be a role model and mentor, supporting SAME's mission and being active in our posts...and will lead by example." The Fellow's Charge also requires a support of SAME's strategic plan.



- B. The National Foundation Board has endorsed the concept that Society Fellows should be "Champions" of the Foundation, however it is not intended that Fellows be "registered representatives", investment advisors or hold corporate resolution of authority to otherwise commit the resources of the Foundation.
- C. It is proposed that at every Fellows Luncheon or gathering, an agenda item be included to address the Foundation, current status and need for Fellows support. This is critically important and needs to be continuously emphasized with Fellows.

III. ~~Society Headquarters~~ **Society National Office Campaign**

- A. Society **National Office** ~~Headquarters~~ maintains and has access to the international database of Individual and Sustaining Society Members.
- B. In order to supplement Foundation Board Member Post briefings and directly influence and heighten Member awareness of the Foundation, it is proposed that **direct and scheduled communications be initiated, with the assistance of the Society National Office, from the Foundation President to the Society annually a letter signed by the Foundation Chair (possibly with a reminder card with explanations regarding how to contribute) be sent annually (or semi-annually) to each Society Member and Sustaining Member Representative(s) informing of the compelling purpose, educational and professional development initiatives and other related information including an invitation for the recipient to access the website and other appropriate SAME Foundation social media platforms.**
- C. Further, that **the Foundation President, assisted by the Society National Office Headquarters** send an annual e-mail to each Post President explaining the goals and objectives as well as the operating concepts of the Foundation and ask that he or she put it on an agenda to brief the Post Board of Directors.
- D. Finally, there needs to be Foundation emphasis in *The Military Engineer* on a continuing basis.

Tracking:

- I. Provide each Foundation Board Member with a list of suggested Posts in their geographic area for him or her to personally visit and provide the Foundation President an update no later than 15 December of each calendar year regarding the Post briefings completed. (Attachment A)
- II. Society **National Office Headquarters** confirm to the Foundation Board that letters were sent to Individual and Sustaining Member Representatives.
- III. That a periodic Zillow or other survey of the Society membership focusing on the Foundation be conducted by Society **National Office Headquarters** to assess whether there is general understanding of purpose and objectives.

Conclusion: The intent of the Foundation Internal Outreach Communication strategy is to increase awareness of the Foundation within the Society's general membership and utilize existing Society resources in lieu of duplicating staff and systems within the SAME National Foundation infrastructure. This update is a report to the Foundation Board regarding the approach in order that specific objectives, procedures and milestones can be set.

Society of American Military Engineers
National Foundation Internal Outreach Proposed Contacts
Based on Society National Office Information of Record
May 1, 2018



FOUNDATION BOARD MEMBER	LOCATION	Listed Posts
Engle	Seattle, WA	
Eulberg	Boerne, TX	San Antonio, Wash. D.C.
Fisher	Frisco, TX	Dallas, Ft. Worth
Goral	Merritt Island, FL	
Griffis	New York, NY	NYC
Leketa	Gambrills, MD	Wash. D.C., Baltimore
Loose	Washington, D.C.	Wash. D.C.
Lupia	Fairfax Station, VA	Wash. D.C., NoVA
Mogge	Tampa, FL	
Peabody	Alexandria, VA	Wash. D.C.
Penny	Berkley Lake, GA	
Rosen	Potomac, MD	Wash. D.C., Mid MD
Van Antwerp	West End, NC	Huntsville
Wozny	Elkhorn, NE	Omaha, Phoenix
Thames (Ex Officio)	Moorestown, NJ	
Torgerson (Ex Officio)	Colorado Springs, CO	Pikes Peak, San Antonio

NOTES:

1. The proposed contacts on the following pages have been arbitrarily selected based on the geographic information above. They have not been vetted with Board members for concurrence and it is anticipated that adjustments will need to be made.
2. Because of lack of Board member proximity, some assignments have not been suggested for the following areas:
Great Lakes: (Illinois, Michigan, Minnesota)
Missouri River Region: (St. Louis, Scott Field)
Ohio Valley: (Ohio, Kentucky)
South Central: (Kentucky, Tennessee)
Southwest: (Utah, Nevada)
Pacific: (Alaska, Guam, Hawaii, Korea, Japan)
3. Based on the draft unvetted proposed contacts, 75% of posts listed would be covered.

Attachment A

Updated May 10, 2018

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DRAFT
 FOR REVIEW
 May 1, 2018



REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>California</u> Regional Vice President: Anthony Petrocchio, GHD Inc. Academy of Fellows Regional Points of Contact: Robert E. "Bob" Yelin, Ph.D., F.SAME</p> <p>Posts:</p>		
Inland Empire, Riverside, CA	Engle	
Los Angeles, CA	Engle	
Orange County, CA	Engle	
Oxnard-Ventura, CA	Engle	
Sacramento, CA	Engle	
San Diego, CA	Engle	
San Francisco, CA	Engle	
<p><u>Carolinas</u> Regional Vice President: Steve Thomas, P.E. Academy of Fellows Regional Points of Contact: Capt. Walter L. "Len" Dillinger, P.E., F.SAME, USN (Ret.)</p> <p>Posts:</p>		
Carolina Midlands, Columbia, SC	Van Antwerp	
Cape Fear, Wilmington, NC	Van Antwerp	
Charleston, SC	Van Antwerp	
Coastal Carolina, Camp Lejeune, NC	Van Antwerp	
Fort Bragg, NC	Van Antwerp	
<p><u>European</u> Regional Vice President: Col. Anthony "Tony" Higdon, P.E., USAF, USAFE-AFRICA/A4C Academy of Fellows Regional Points of Contact: Col. Andra B. Clapsaddle, F.SAME, USAF</p> <p>Posts:</p>		
Dolomiti, Italy Field Chapter	TBD	
Kaiserslautern, Germany	TBD	
Rhein-Main, Germany	TBD	

REGION/POSTS	PROPOSED CONTACT	NOTES
<u>Great Lakes</u> Regional Vice President: Col. Thomas Heinold, P.E., F.SAME, USA (Ret.), USACE - Rock Island District Academy of Fellows Regional Points of Contact: Harry R. Price, P.E., F.SAME Posts:		
Buffalo, NY	Griffis	
Chicago, IL	TBD	
Detroit, MI	TBD	
Illini, Champaign, IL	TBD	
Lake Michigan, Great Lakes, IL	TBD	
Minneapolis-St. Paul, MN	TBD	
Rock Island, IL	Wozny	
<u>Lower Mississippi</u> Regional Vice President: Kenneth New, QRI/Quaternary Resource Investigations, LLC Academy of Fellows Regional Points of Contact: CUCM (SCW) Rodger Aitken, P.E., F.SAME, USNR (Ret.) Posts:		
Memphis, TN	Mogge	
Mississippi Gulf Coast, Gulfport, MS	Mogge	
Louisiana, New Orleans, LA	Mogge	
Vicksburg, MS	Mogge	
<u>Middle Atlantic</u> Regional Vice President: Lt. Col. Michael Darrow, P.E., USA (Ret.), USACE - Norfolk District Academy of Fellows Regional Points of Contact: Capt. James H. "Jim" Donahue, P.E., F.SAME, USCG (Ret.) Posts:		
Blue Ridge, Winchester, VA	Leketa	
Central Virginia, Fort Lee, VA	Leketa	
Hampton Roads, Norfolk, VA	Loose	
Northern Virginia, Ft. Belvoir, VA	Leketa	
Virginia Peninsula, Langley AFB, VA	Lupia	
Washington, DC	Lupia	

REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>Missouri River</u> Regional Vice President: Jackie Hacker, HDR Academy of Fellows Regional Points of Contact: Larry L. Myers, F.SAME</p> <p>Posts:</p>		
Fort Leonard Wood, MO	Wozny	
Greater Kansas City, MO	Wozny	
Omaha, NE	Wozny	Comp. 12/14/2017
Scott Field, Scott AFB, IL	TBD	
St. Louis, MO	TBD	
<p><u>New England</u> Regional Vice President: John Blaisdell, Sovereign Consulting Academy of Fellows Regional Points of Contact: Sheila Warren, F.SAME</p> <p>Posts:</p>		
Boston, MA	Griffis	
Narragansett Bay, RI	Griffis	
Piscataqua, NH	Griffis	
<p><u>North Atlantic</u> Regional Vice President: Sharon Krock, F.SAME, Schnabel Engineering Academy of Fellows Regional Points of Contact: Eric D. Stahl, P.E., LEED AP, F.SAME</p> <p>Posts:</p>		
Baltimore, MD	Leketa	
Chesapeake, MD	Peabody	
Delmarva, DE	Peabody	
Fort Drum, NY	Griffis	
Mid-Maryland, MD	Leketa	
New Jersey	Thames	
New York Capital District, Albany, NY	Griffis	
New York City, NY	Griffis	
Philadelphia, PA	Leketa	

REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>Northwest</u> Regional Vice President: Capt. John Hickey, P.E., LEED AP, CEM, USCG (Ret.), Jacobs Engineering Inc. Academy of Fellows Regional Points of Contact: Martin J. "Marty" Boivin, P.E., F.SAME</p> <p>Posts:</p>		
Gem State, Mountain Home AFB, ID	Engle	
Lewis and Clark, Fairchild AFB, WA	Engle	
Mount Tacoma, WA	Engle	
Portland, OR	Engle	
Seattle, WA	Engle	
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<p><u>Ohio Valley</u> Regional Vice President: Col. Shawn Moore, USAF Academy of Fellows Regional Points of Contact: Timothy N. "Tim" Kyper, P.E., F.SAME</p> <p>Posts:</p>		
Cincinnati, OH	TBD	
Huntington, WV	Peabody	
Kentuckiana, Louisville, KY	TBD	
Kittyhawk, Dayton, OH	TBD	
Pittsburgh, PA	Peabody	
<hr/>		
<p><u>Pacific</u> Regional Vice President: Richard Stump, AIA, LEED AP BD+C, Stanley Consultants Academy of Fellows Regional Points of Contact: Capt. William F. "Will" Boudra, P.E., F.SAME, USN (Ret.)</p> <p>Posts:</p>		
Anchorage, AK	Engle?	
Guam Guam, USA	TBD	
Honolulu, HI	TBD	
Korea Korea	TBD	
Japan, Japan	TBD	

REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>Rocky Mountain</u> Regional Vice President: Col. R. Scott Jarvis, F.SAME, USAF (Ret.), RS&H Academy of Fellows Regional Points of Contact: Col. Ronald A. "Ron" Torgerson, P.E., PMP, CPMP, CHS-V, F.SAME, USAF (Ret.)</p> <p>Posts:</p>		
Albuquerque, NM	Torgerson	
Big Sky, MT	Torgerson	
Denver, CO	Torgerson	
Frontier, Cheyenne, WY	Torgerson	
Pikes Peak, Colorado Springs, CO	Torgerson	
Tularosa Basin, Holloman AFB, New Mexico	Torgerson	
<p><u>South Atlantic</u> Regional Vice President: Cindy Miller, CH2M Academy of Fellows Regional Points of Contact: Col. Raymond H. "Ray" Willcocks, P.E., F.SAME, USAF (Ret.)</p> <p>Posts:</p>		
Atlanta, GA	Penny	Frank Ward Pres. 8/2017?
Fort Benning-Columbus, GA	Penny	
Jacksonville, FL	Mogge	
Moody-Valdosta, GA	Penny	
Robins AFB, GA	Penny	
Savannah, GA	Penny	
South Florida Post	Goral	
Space Coast, Patrick AFB, FL	Goral	
Tampa Bay, FL	Mogge	

REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>South Central</u> Regional Vice President: Col. Robert Keyser, P.E., F.SAME, USAF (Ret.), AH Environmental Consultants Academy of Fellows Regional Points of Contact: Col. Donald J. "Don" Blanchard, P.E., F.SAME, USAF (Ret.)</p> <p>Posts:</p>		
Campbell, Ft. Campbell, KY	TBD	
Emerald Coast, Mary Esther, FL	Mogge	
Huntsville, AL	Mogge	
Mobile, AL	Mogge	
Nashville, TN	TBD	
Panama City, FL	Mogge	
Pensacola, FL	Mogge	
Tennessee Valley Post, TN	TBD	
<p><u>Southwest</u> Regional Vice President: Col. Richard Houghton, CFM, USAF (Ret.), City Light and Power Academy of Fellows Regional Points of Contact: Brig. Gen. Patrick A. "Pat" Burns, P.E., F.SAME, USAF (Ret.)</p> <p>Posts:</p>		
Great Basin, Salt Lake City, UT	TBD	
Phoenix, AZ	Wozny	Comp. 1/25/2018
Southern Arizona, Tucson, AZ	Wozny	
Southern Nevada, Las Vegas, NV	TBD	

REGION/POSTS	PROPOSED CONTACT	NOTES
<p><u>TEXOMA</u> Regional Vice President: Gen. Patrice Melancon, F.SAME, USAFR, San Antonio River Authority & USAF Academy of Fellows Regional Points of Contact: Jim O'Brien, P.E., CFM, F.SAME</p> <p>Posts:</p>		
Arkansas, AR	Fisher	
Coastal Bend, TX	Fisher	
Dallas, TX	Fisher	
El Paso Area, TX	Fisher	
Fort Hood, TX	Fisher	
Fort Worth, TX	Fisher	
Houston/Galveston, TX	Fisher	
Oklahoma City, OK	Fisher	
San Antonio, TX	Eulberg	
Tulsa, OK	Fisher	
Wichita Mountains	Fisher	

Encl 7: Action Tracker

Meeting	Action	Responsible	Estimated Completion
5-23-18	Allison Ingram will update Foundation Budget	Allison Ingram	7-1-18
5-23-18	Succession Plan & Bylaws Change	John Peabody	10-1-18
5-22-18	Marketing Flyer	Jane Penny	8-1-18
5-22-18	Stewardship Policy	Gene Lupia	10-1-18
5-22-18	Recorded Foundation Briefing	Roger Wozny	10-1-18
5-22-18	Post Funds Policy open to all Posts	Allison Ingram	8-1-18
5-22-18	Top two contractor approached	Fundraising Teams	10-1-18