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Robins Post

Society of American Military Engineers

Board Meeting

16 March 2016

Board Members:

 President Mike Coats Present

 Vice President Bob Staib Present

 Treasurer James Griffin Present

 Secretary Esther Lee-Altman Present

 Directors

 Membership Ervin Walker Present

National Liaison Nancy Manley Present

Programs Joe Ballard Present

 Education and Mentoring Griff Cox Present

 Justin Knight Absent

Financial Kevin Long Present

 National Security Louis Young Absent

 NCO/Sr Enlisted SMSgt Mary Dearman Present

 Events/Small Business Judy Middlebrooks Absent

 Others SMSgt Tony Bourdeau

Mr. Mike Coats, the Post President, initiated the meeting at 1105 hours.

Upcoming Meetings:

The next General Meeting has been scheduled for 21 April 2016.

Programs/Program News:

Mr. Joe Ballard has several presentations set up for the upcoming months: In April, Clark Nexsen will be giving a presentation; May has not been confirmed so Mr. Ballard is working on filling this month; in June, we may take a tour of Peachtree City; in July and August, there will be program reviews for CE and AFRC. Mr. Ballard reported that Mr. Louis Young will be setting up the Emergency Preparedness presentation. In October, we will be having our annual scholarship golf tournament and in November, we may have a joint meeting with our Student chapter.

Finance:

Mr. James Griffin submitted a proposed budget to the board via email and is currently working on the financial statement for HQ SAME that must be submitted by 01 April. **The Board voted unanimously yes for the proposed budget**. Mr. Griffin stated that he will be asking the board for its help on filling out some of the various elements on the statement such as number of PDHs and volunteer hours. He also asked for some volunteers for conducting an audit on our finances. Several board members volunteered and they will set up a meeting later in the week. While looking over the budget, Mr. Griffin noted that we are working in the negative in terms of more money is going out than coming into our account. There was a discussion on what other potential fundraisers the Post may conduct to raise more money for our scholarship program. Some ideas that were presented were another golf tournament, a skeet shoot, a bowling competition and a 5K run. SMSgt Tony Bourdeau also stated that the Robins Air Show, scheduled for 1 October, may be a potential fundraiser in that they are looking for volunteers to work at the various vendors that are requesting help with running their booths. *SMSgt Bourdeau will look further into this and report back to the board via email.*

Mr. Kevin Long stated that the investment account has been following the market in that there have been some ups and there have been some downs and he will email the board the actual totals at a later date. Mr. Long also stated that he would like to set up a meeting with the board in the near future to talk about any changes that the Post may want to make to pull some money from the investment account to supplement our checking account since the post has been running in the negative for the past few years.

Emergency Preparedness:

No update was given but there was mention of inserting the Emergency Preparedness Contact list in the Post’s September flyer in preparation of the Emergency Preparedness meeting that same month.

Education and Mentoring:

Mr. Griff Cox stated the deadline for submitting an application for the Post scholarships and summer engineering camps is soon approaching. Currently, he has a few applications already but expects more once the deadline gets closer.

An update on our Student Chapter was also given by Mr. Cox. He stated that the student chapter has changed their meeting time to accommodate more students’ schedule. The intent of the change is to draw in more students for membership. *Mr. Cox will write up an article for the newsletter to update our post members on what our student chapter is doing.*

Events and Small Business:

No update was given but potential events and fundraisers were discussed. See Finance section for more details.

SAME National:

No update was given.

Sustaining Member Firms:

Mr. Ervin Walker is working on updating the Sustaining Member (SM) POC list as there have been many changes that need to be addressed as he works through the list. He is also working on setting up the SM Spotlights for the remainder of the year. Mr. Walker is currently working with the SAME Foundation as well to gather ideas for increasing our SM memberships.

General Topics:

Ms. Nancy Manley brought up the subject of longevity pins for post members that have been in SAME for 5, 10, 25+ years and suggested we hand out these pins as we have in the past. Ms. Manley proposed that the Post have some kind of ceremony to honor those post members and we do this once a year; maybe in the January frame time. She also stated that there have been some changes to the streamer requirements. One change is that there is more focus on Industry days at the post.

SMSgt Bourdeau submitted his JETS application and notified the Board that one other airman has signed up as well.

Since the budget was approved by the board at this meeting, Mr. Griffin will order an American Flag for the Post so the Post has its own flag.

**Bold** = Board decisions *Italics* = Tasked actions to be taken

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Robins Post

Society of American Military Engineers

Board Meeting

30 March 2016

Board Members:

 President Mike Coats Present

 Vice President Bob Staib Absent

 Treasurer James Griffin Present

 Secretary Esther Lee-Altman Present

 Directors

 Membership Ervin Walker Absent

National Liaison Nancy Manley Present

Programs Joe Ballard Present

 Education and Mentoring Griff Cox Absent

 Justin Knight Absent

Financial Kevin Long Present

 National Security Louis Young Absent

 NCO/Sr Enlisted SMSgt Mary Dearman Absent

 Events/Small Business Judy Middlebrooks Absent

 Others Ryan Emory of Morgan Stanley

Mr. Mike Coats, the Post President, initiated the meeting at 1130 hours and stated that the purpose of this meeting was to discuss our options for potentially withdrawing funds from our investment account to supplement the Post’s checking account due to the checking account running in the red for the past few years. The checking account has been “in the red” due to less income from the Post’s fundraisers such as the golf tournament. The Board met with Mr. Ryan Emory, our financial advisor, and his associate to discuss what the Post’s options are for withdrawing funds from the investment account. The Post wants the investment account to continue growing but wishes to have the option to withdraw enough money to cover the Post’s expense for the year.

To summarize the meeting:

Mr. Emory gave the board an overview of our investment account to show us how well it has been doing since we first opened the account at the end of 2004 (exact date: 08 Nov 2004). With an initial investment of $24K, the account as of 28 Mar 16, holds about $96K. Asset allocations are roughly divided by 69.6% being tied in equities, 29% is tied in fixed income & preferred, and 1.4% is tied in cash.

Last year was the first year that the Post had withdrawn funds from the investment account which was accomplished by selling some stock. For the past several board meetings, there has been talk of ways that the Post could supplement their budget since our fundraising events have not been producing as much income as it has in previous years. One option is to re-evaluate how we are allocating our assets in the investment account.

Mr. Emory provided some information on how the Post could restructure its asset allocation to free up “more cash” for the post to withdraw if needed. He highly recommends this income and growth strategy to the retired as it allows for investments to continue while having a monthly “income” to draw upon. The current investment strategy that the Post uses does not account for the possibility of withdrawing funds from the account due to the fact that in the past, the post had no desire to withdraw any funds but this may change and so, the post needs to re-evaluate what it wants out of this investment account.

**It was decided that the board would review its options to decide if the strategy that Mr. Emory has proposed is the route that the Post wants to take.** *The final decision will be voted on by the board when there are enough members in the quorum to vote on this matter.*

Please see attached pages for a copy of the handouts given to the board at this meeting.

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