



***Emerald Coast Chapter
International Test and Evaluation Association
Post Office Box 1584
Eglin Air Force Base, Florida 32542***

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Rob Crist

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MINUTES OF THE EXECUTIVE COMMITTEE MEETING

1. **Call to Order.** Rob Crist called to order the Executive Committee meeting on Tuesday, July 13, 2010 at 12:00PM.
2. **Minutes of Previous Meeting.** Minutes of the June 2010 meeting were approved with the following correction: Robert Hill was approved by the board to serve as co-chair for the Awards Committee.
3. **Members in attendance:** Rob Crist, Mike Buck, Chris Nixon, Dale Bridges, Doug Davis, Robert Hill, Neil Christianson, Ron Higdon, Andrew Gosnell, Alan Colthorp, and Tony Vitale.
4. **Reports:**
 - A. **Treasurer** – Buff Tibbetts was not in attendance, but forwarded the treasury report to Rob Crist in advance of the meeting. The checking account has a balance of \$318.03 and the money market account has a balance of \$13, 613.69. The chapter should receive a membership rebate from ITEA nationals for estimated \$350. The chapter will be removing \$1,000 from the money market account to cover one of the scholarship awards.
 - B. **Education Chair** – Mike Buck reported all scholarship checks and notification letters for the universities and the students have been received by ITEA National. Mike Buck will send out all notification letters and checks this week. ITEA National funded four \$1,000 scholarships and the chapter will fund one \$1,000 scholarship. Buff Tibbetts will write out the fifth scholarship check from the ECC money market account.
 - C. **Membership Chair** – Neil Christianson reported he has concerns not all attendees of the Aircraft Stores Compatibility Symposium registered as ITEA members. It was not required to select ITEA membership when registering for the symposium. Neil also suggested the use of ECC funds to throw a recruiting social event to increase membership. Members were all asked to consider if this type of investment would be beneficial to the chapter. Rob Crist will check with ITEA national for membership trends across the other chapters.
 - D. **Programs Chair** – Donna Self was not in attendance, but later reported that Eric Kitchen had made contact with Col. Gantt, 53rd Wing/CC, to be the guest speaker at the next ITEA luncheon scheduled for September 14th. The event will be held at the Enlisted Club (11:00 lunch, 11:30 speaker).
 - E. **Awards Chair** – Harry Strittmatter was not in attendance. Rob Crist reported the 2nd Quarter announcement was distributed with award packages due to Harry by 23 July.
 - F. **Symposium Chair**- Jim Brock was not in attendance.
 - G. **Publications Chair** – Alan Colthorp reported the next submission deadline is July 15, 2010. Chapter News submissions will include the 1st Quarter Quarterly Award Winner, Scholarship Winners, and Symposium. Mr. Tony Vitale was approved by the board to serve as co-chair for publications
 - H. **Election Chair** – Tim Swope had no report.
5. **Old Business: Test & Training Forum.** Rob Crist communicated with the GW Chapter president Charles McKee about co- hosting a Test and Training Forum in the Eglin area. The GW Chapter plans to host a Test & Training event in Orlando, date not set. Rob will inquire with the GW Chapter about forum title and discussion topics. Rob Crist also will submit the Chapter Award of Excellence application prior to 23 July. The chapter expects to meet all 14 criteria on the application even though only 12 criteria need to be met to be given an “Excellent” rating.

6. **New Business:** None
7. **Next Executive Committee Meeting.** Tuesday, August 3, 2010 at 12:00 PM in Bldg 260, Room 202.
8. The meeting adjourned at 12:35PM.

Arisa Hodges

Arisa Hodges, Emerald Coast Chapter Secretary