

THE OHIO EDUCATIONAL OUTREACH FOUNDATION BOARD MEETING  
MINUTES  
27 October 2017

Meeting held at: Universal Technology Corporation, 1270 North Fairfield Road, Beavercreek OH.

**Members Present:**

Mr. Wendell Banks, newly elected President  
Ms. Linda Lange, Treasurer  
Mr. Dann Andrews, WPAFB Liaison  
Mr. Ed Mechenbier  
Dr. Vince Russo  
Mr. Tom Wells  
Ms. Shiela Wallace

Unable to Attend:

Dr. Howard Bethel  
Mr. Lyle Lockwood

**GENERAL DISCUSSION:**

Linda Lange welcomed members and asked for a vote to fill the position of president, vacated by Dr Doug Hutchens' departure. The group unanimously voted in Mr Wendell Banks to fill the position, and he assumed that role for the remainder of the meeting. Additionally, Board member Kathy Demolet submitted her letter of resignation in March 2016 leaving a position vacant. Linda suggested Ms Eileen Austria as a potential candidate. Board members agreed she would be a good addition to the Foundation Board due to her work in the STEM area. Following the meeting, Ms Lange discussed this option with Ms Austria and she indicated she would be happy to serve. If we could get an electronic vote of approval, we will finalize the details with Ms Austria with a formal letter of invitation to serve.

It was also noted that the list of Board Members might need to be updated with contact and title information. For those attending, changes were noted. If anyone else needs something changed on the attached list, please send changes to Linda Lange, [llange@utcd Dayton.com](mailto:llange@utcd Dayton.com).

Discussion also occurred on the mission and by-laws of the OEOF as they appear at <http://www.oeof.org/>. These are the original documents and need to be updated accordingly. Linda and Wendell will work on getting these redone and send to all members for comment and update. Tom Wells offered to also review and assist in rewriting. Also, by charter the Board is to meet once a year. Mr Banks indicated we could increase that as needed if members agreed.

#### **WPAFB EDUCATIONAL OUTREACH OFFICE:**

Mr Dann Andrews, WPAFB Educational Outreach, gave an update on his office's activities over the past year (See Attached Slides). Discussion occurred on the newest program, LEGACY, which had a successful start. Linda mentioned that there is a great video produced by Dann's office depicting this program – it can be found at <https://www.facebook.com/wrightpatteo/videos/1628117330585400/>. The educational outreach activities continue to grow supporting numerous schools across the state of Ohio. This office is appreciative of the support they receive from the Foundation.

#### **TREASURY REPORT:**

Linda Lange, Treasurer, gave a report on the 2015 tax audit and results. All transactions were found to be in order for the organization. The Foundation was the recipient of a Rockwell donation of \$18,000 that was re-granted to tournaments in the NE Ohio district; a donation from the Armed Society of Mechanical Engineers (ASME); and the Armed Forces Communications and Electronics Association (AFCEA). Mr. Wells asked if the donations target a specific program does the treasurer track expenses to those wishes – Linda responded we do. For example, the AFCEA donation was to assist the STARBASE mission and all expenses were recorded to show how the items purchased supported those activities. The Foundation is also a participant in the CFC campaign and received approximately \$1800 in donations last year. The treasury also benefits from the sale of old lego kits that were purchased with Foundation funds, then sold on eBay. These kits are from the previous competition year and are very popular in resale. The Foundation sells t-shirts at the state championship, which also generates revenue. With these items, the Treasury is maintaining a balance of approximately \$100,000. The Board asked if they can be notified of any payout of \$2500 or more for informational purposes. All agreed they are not asking to approve these transactions, but rather want to be informed. It is the general practice, that Linda writes the checks with the awareness of the President. The Board asked Mr. Andrews if he currently had any need for funding, and he responded that currently he did not.

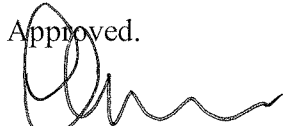
Meeting lasted approximately 90 minutes.

**APPROVAL AND ACTION ITEMS:**

**Actions for Board Members (response by 8 Dec 17 would be appreciated):**

1. Provide electronic approval/disapproval to [llange@utcd Dayton.com](mailto:llange@utcd Dayton.com) of adding Ms. Austria as a Board member.
2. Review Board member listing and provide [llange@utcd Dayton.com](mailto:llange@utcd Dayton.com) any updates
3. Provide any comments or suggested changes to [llange@utcd Dayton.com](mailto:llange@utcd Dayton.com) concerning the mission/by-laws of the foundation.

Approved.



WENDELL BANKS

President

937-426-8530