

Eric Larson opened the 13 January 2024 ENCOM Association meeting @ 0902 hrs. (9:02 am) with the Roll Call of Officers. Eric reported all Officers are either present or accounted for.

#### Roll Call of Officers

President	(COL-Ret)	Eric Larson	Present
President (Elect)	(COL-Ret)	Dave Skavnak	Present
Vice President of Membership	(CSM-Ret)	Knute Weick	Present
Treasurer	(LTC-Ret)	Edgar Montalvo	Present
Secretary	(SGT-Ret)	Chip Wood	Present

## Association Board Members - 2023-2025

The Association Board is appointed by the incoming President, and each serve a two-year term effective in conjunction with the incoming President. The term begins at the annual dinner, November of every odd year.

Position	Rank	Name	Contact
President	COL (R)	Eric Larson	<a href="#">email a board member</a>
President (Elect)	COL (R)	Dave Skavnak	<a href="#">email a board member</a>
Vice President (Membership)	CSM (R)	Knute Weick	<a href="#">email a board member</a>
Treasurer	LTC (R)	Edgar Montalvo	<a href="#">email a board member</a>
Secretary (Meetings, Minutes & Memos)	SGT (R)	Raymond "Chip" Wood Jr	<a href="#">email a board member</a>

## Past President

Past President remains a vital part of the continuity between successive boards and is eligible to vote.

Position	Rank	Name	Contact
Past President (P21-23)	COL (R)	Robert Chevas	<a href="#">email a board member</a>

## Directors At Large

Appointed by the President and serve a two-year term concurrent to the Association Board.

Position	Rank	Name	Contact
Director at Large (Senior)		OPEN	<a href="#">email a board member</a>
Director at Large (Programs & Events)		OPEN	<a href="#">email a board member</a>

Director at Large (Eastern Chapter)	COL (R)	Lee Pryor	<a href="#">email a board member</a>
Director at Large	LTC (R)	Robert Mittelstaedt	<a href="#">email a board member</a>
Director at Large	COL (R)	Gerald Meyer	<a href="#">email a board member</a>
Director at Large (Newsletter)	SGM (R)	Michelle Marsden	<a href="#">email a board member</a>
Director at Large (Historian & Death Notices)	CH (COL)	Robert Carter	<a href="#">email a board member</a>
Director at Large (VP Membership Assistant)	CSM (R)	Ed Evans	<a href="#">email a board member</a>
Director at Large (Co-Treasurer/501c focused)	COL (R)	OPEN	<a href="#">email a board member</a>
Web Master (non-voting position)	Mr.	Shaun Murphy	<a href="#">email a board member</a>

Directors at Large attending today's (9 December 2023) Monthly Meeting.

Eric Larson - Present  
Edgar Montalvo – Present  
Chip Wood – Present  
Dave Skavnak - Present  
John Erickson – Present  
Robert Chevas – Present  
Knut Weick – Present  
Robert Carter - Present  
Ed Evans – Present  
Michele Marsden – Present  
Gerald Meyer - Present  
Lee Pryor – Present  
Robert Mittelstaedt – Present

Thank you for being with us today. I appreciate it.

The first order of business was the approval of the meeting minutes of the 9 December 2023 Association Meeting Minutes. So, do I hear, wouldn't anyone like those meeting minutes read or do I propose that we or hear that we don't read them and then accept those meeting minutes? There's I think it makes sense the minutes that I was presented. I propose we accept the changes as John indicated. I like that you got them out in a timely fashion. Do I hear a motion to approve the minutes? Lee Pryor - proposed a motion to approve the minutes as present. Robert Chevas seconded it; the minutes are approved as published.

We did not have any record meeting minutes from today's meeting, so I put together notes members sent to me

As a result of the May visit the leadership of the 416th ENCOM Association has committed itself to placing a 416th TEC/416th ENCOM tribute plaque on the wall. We are beginning the process of designing such a unit tribute plaque for display along the Path of Remembrance at Fort Belvoir.

Next item we have on there is the plaque for the museum and Lee, do you have an update of where we're at with the plaque. I know you've been tracking it. I'm ready now according to my spreadsheet we have 11 donations for a total of \$4,300.00, We received a donation from MG Tunney from one of our former Commanding Generals on the 416<sup>th</sup> back in the day.

Thank you very much for taking the time to meet last Thursday evening via Zoom to discuss further details of our proposed scholarship program. There is the summary or our discussions.

- A. Reviewed the approved motion creating the scholarship program.
- B. Discussion to identify the first group of soldiers to be offered the opportunity to apply for a scholarship.
  - 1. Confirmed that the scholarships should be offered to soldiers in the rank of Private to Staff Sargent (Use rank instead of pay grade).
  - 2. Recommend that the scholarship opportunity to first be offered to soldiers assigned to any unit which is located at the Pankhurst Reserve Center including HQ 416<sup>th</sup> TEC, HHC 863<sup>rd</sup> Eng Bn, FSC 863<sup>rd</sup> Eng Bn, and any other units or detachments located there.
- C. Application process and application form.
  - 1. Scholarship opportunity to be announced in March and October of each year.
  - 2. Ed Evans and Keith Eichorst provided sample application forms, Lee Pryor to prepare draft form for review.
  - 3. High School or current collage transcripts not required with application.
  - 4. The application needs to be a fillable PDF online which can be submitted on-line.
  - 5. Application to include a short essay explaining how the scholarship award will further the soldier's career goals.
- D. Number of scholarships to be offered.
  - 1. Two (2) \$500 scholarships to be offered for our first effort.
  - 2. Award payment is to be given to selected individuals only after they provide proof of acceptance or attendance at a college, or post high school trade school.
  - 3. Scholarship award to include a one-year membership in the 416<sup>th</sup> ENCOM Association.

E. Question raised as to whether or not the soldier must provide a Social Security number before the \$500 can be awarded to him/her.

A. Edgar to investigate and report back.

Please let me know if I have missed anything, or if something needs to be corrected.

Are there any volunteers on this sub-committee for Scholarships? Let me say something.

Since last Saturday's board meeting, I have been in contact with Ms. Jennifer Baird, Sr. Manager, Annual Giving and Membership at The Army Historical Foundation. Please see the exchange of emails below.

**Edgar:** As you can see the next 2024 installation window deadline is 15 February. If we miss that deadline the next window deadline is 15 August. To meet the 15 February deadline could you please send a check for the \$5,000 fee per the instructions contained in Ms. Baird's message as soon as possible. Please let me know when the check is mailed. She mentions paying by credit card, but that only seems to apply if used the Foundations fund raising page. Thanks.

Ms. Baird did provide feedback on our proposed plaque. She suggested that we might reconsider the layout and move "416th Engineer Command (ENCOM)" out from under 416th Theater Engineer Command (TEC) and reposition the wording. I am thinking about her suggestion and will provide a few options in a future email.

We are allowed to organize a plaque dedication after the plaque is installed. Suggest we discuss the timing of the dedication during the February board meeting.

This meeting summary has been updated to reflect the points discussed during the board meeting of 13 January 2024.

Please review the changes/additions in **RED**. Please reply if you note anything that needs to be corrected.

Gentlemen,

Thank you very much for taking the time to meet last Thursday evening via Zoom to discuss further details of our proposed scholarship program. There is the summary or our discussions.

Reviewed the approved motion creating the scholarship program.

1. Discussion to identify the first group of soldiers to be offered the opportunity to apply for a scholarship.

A. Confirmed that the scholarships should be offered to soldiers in the rank of Private to Staff Sargent (Use rank instead of pay grade).

B. Recommend that the scholarship opportunity to first be offered to soldiers assigned to any **Corps of Engineers (COE)** unit which is located at the Pankhurst Reserve Center

including HQ 416th TEC, HHC 863rd Eng Bn, FSC 863rd Eng Bn, and any other COE units or detachments located there.

2. Application process and application form.
  - A. Scholarship opportunity to be announced in March and October of each year.
  - B. Ed Evans and Keith Eichorst provided sample application forms, Lee Pryor to prepare draft form for review.
  - C. High School or current collage transcripts not required with application.
  - D. The application needs to be a fillable PDF on-line which can be submitted on-line.
  - E. Application to include a short essay explaining how the scholarship award will further the soldier's career goals.
3. Preference will be given to applicants pursuing a career in any STEM field, or a related construction engineering field.
4. Number of scholarships to be offered.
  - A. Two (2) \$500 scholarships to be offered for our first effort.
  - B. Award payment to be given to selected individuals only after they provide proof of acceptance or attendance at a college, or post high school trade school.
  - C. Scholarship award to include a one-year membership in the 416th ENCOM Association.
5. Scholarship awards may be utilized for in-person learning or on-line learning that leads to a degree or other certification.
6. An individual may only be awarded one scholarship in a 12-month period. Scholarships are not automatically renewed.
  - A. Question raised as to whether the soldier must provide a Social Security number before the \$500 can be awarded to him/her.
  - B. Edgar to investigate and report back.

Please let me know if I have missed anything, or if something needs to be corrected.

The following information is from the 863 BN at the TEC.

Good morning. I have the list of E1s through E6 for our battalion and I also have a by name list from some unit that have soldiers currently enrolled in college. I apologize for the delay, I wanted to make sure all the units were informed. Thank you again!

We have a total of 653 soldiers that are E1 through E6.

The by names we have are:

863 <sup>rd</sup> - HHC Company	
SPC Stephanie Garcia	College of DuPage
SGT Brandon Wynn	Ivy Tech Community College
SPC Jacob Mines	University of Maryland Global Campus
SPC Nya Adams	Aurora University
SPC Camryn Wilson	Moraine Valley Community College
SSG Moises Rios	University of Maryland
SGT Cearra McDermott	Geneva College (online)

317 ECC			
PFC Miller	Trine University	SPC Wallace	Elgin Community College
SPC Chhetri	Purdue University	SPC Mason	Grad School
PFC Acevedo	Dominican University	PFC Ramos	College of DuPage
SPC Basurto	Wayland Carpentry Training Cener		
SGT Alexaner	Harper College	PFC Ali	Elgin Community College
PFC Vazquez Gonzalez	College of DuPage		
PFC Mohammed	East Coast Polytechnic University		
SGT Gomez	Associated Builders and Contractors national construction trade association.		
SPC Jesse Hicks	University of Phoenix		
SGT Green	Moraine Valley Community College		
PFC Sanchez	Lincoln College of Technology		
SPC Chagoya	Elgin Community College	SSG Burkhalter	Undergrad

372 <sup>nd</sup> EVCC	
SPC Carlson, Mikhail	Electrical trade northwest technical college.
SGT Martin, Matthew	Graphic Design Rasmussen University.
SPC Schley, Nathan	Construction Management
SPC Bahrs, Cory	Trade School
SPC Leadman, Corey	College
SPC Neal, Robert	Police Academy
SPC Jenks, William	Fire Academy
SGT Jennifer Wood	Fire Academy

If there is no further business, can I get a motion to adjourn the meeting? Robert Chevas made a motion to adjourn the meeting; do I hear a second? Lee Pryor seconded it. All those in favor say "Aye" everyone responded with "Aye".

Meeting Dates for CY 2023

Dec 9	Jan 13	Feb 10	Mar 9	Apr 6	May 11
Jun 8	Jul 20	Aug 10	Sep 14	Oct 12	

Nov 2 - Annual Dinner coinciding with 416th BA (Location: Argonne in Daren, IL)

9 December 2023 Association Meeting was adjourned at 1010 Hrs. (10:10 am)

Next Association meeting will be on 10 February 2024 @ 0900